

**CITY OF NEW BERN
BOARD OF ALDERMEN MEETING
JULY 12, 2022 – 6:00 P.M.
CITY HALL COURTROOM
300 POLLOCK STREET**

1. Meeting opened by Mayor Dana E. Outlaw. Prayer Coordinated by Alderman Odham. Pledge of Allegiance.
2. Roll Call.
3. Request and Petition of Citizens.

Consent Agenda

4. Consider Approving a Proclamation Honoring Dr. Dorothy Henderson-Bell.
5. Consider Adopting a Resolution to Close Specific Streets for the Duffyfield Resident Leaders' Neighborhood Soul Food Festival.
6. Approve Minutes.

7. Presentation on CivicReady New Bern Alerts.
8. Presentation on 2022 National Night Out.
9. Conduct a Public Hearing on the 2022 CDBG Annual Action Plan.
10. Consider Adopting a Resolution Authorizing the City Manager to Execute a Memorandum of Understanding with the Marine Corps Air Station Cherry Point.
11. Consider Adopting a Resolution Approving the Sale of 604 B Street.
12. Consider Adopting a Resolution Approving the Sale of 2101 Woodland Avenue.
13. Consider Adopting a Resolution in Support of the NC Department of Transportation Confirming a Speed Limit of 55 MPH on SR 1005 Between SR 1242 (Parker Road) and NC Hwy. 55.
14. Consider Adopting a Resolution in Support of NC Department of Transportation Reducing the Speed Limit on NC 43 Between SR 1483 (Briarwood Lane) and the 0.101 Mile Mark North of SR 1481 (Gracie Farms Road).
15. Consider Adopting an Ordinance for the Demolition of 1503 Oak Drive.
16. Consider Adopting a Budget Ordinance Amendment for Fiscal Year 2022-23.

17. Discussion of ARP Projects.
18. Appointment(s).
19. Attorney's Report.
20. City Manager's Report.
21. New Business.
22. Closed Session.
23. Adjourn.

INDIVIDUALS WITH DISABILITIES REQUIRING SPECIAL ASSISTANCE SHOULD CALL
639-2931 NO LATER THAN 3 P.M. THE DATE OF THE MEETING

Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



Dana E. Outlaw
Mayor
Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A Ostrom
Director of Finance

Memo to: Mayor and Board of Aldermen

From: Foster Hughes, City Manager

Date: July 07, 2022

Re: July 12, 2022 Agenda Explanations

- 1. Meeting opened by Mayor Dana E. Outlaw. Prayer Coordinated by Alderman Odham. Pledge of Allegiance.**
- 2. Roll Call.**
- 3. Request and Petition of Citizens.**

This section of the agenda is titled Requests and Petitions of Citizens. This is an opportunity for public comment, and we thank you for coming to the Board of Aldermen meeting tonight to share your views. We value all citizen input.

Speaker comments are limited to a maximum of 4 minutes during the public comment period. At the conclusion of 4 minutes, each speaker shall leave the podium. Comments will be directed to the full board, not to an individual board member or staff member. Although the board is interested in hearing your comments, speakers should not expect any comments, action, or deliberation from the board on any issue raised during the public comment period.

In the board's discretion, it may refer issues to the appropriate city officials or staff for further investigation. If an organized group is present to speak on a common issue, please designate one person to present the group's comment, which shall be limited to a maximum of 4 minutes.

Consent Agenda

4. Consider Approving a Proclamation Honoring Dr. Dorothy Henderson-Bell.

During her tenure with the NC Emergency Management Division, Dr. Dorothy Henderson-Bell has been instrumental in assisting the City of New Bern with its FEMA claims. This proclamation will recognize her efforts and the assistance she has provided.

5. Consider Adopting a Resolution to Close Specific Streets for the Duffyfield Resident Leaders' Neighborhood Soul Food Festival.

(Ward 1) The Duffyfield Residents Leaders have requested to close the 800 block of Cedar Street from 9 a.m. until 7 p.m. on August 6, 2022 for a Neighborhood Soul Food Festival. A rain date of August 13, 2022 was requested. A memo from Kari Warren, Interim Director of Parks and Recreation, is enclosed.

6. Approve Minutes.

Minutes from the June 14, 2022 closed session and June 28, 2022 regular meeting are provided for review and approval.

7. Presentation on CivicReady New Bern Alerts.

The City is transitioning from the CodeRed system to a new, interactive, mass notification and emergency messaging platform called New Bern Alerts. The system delivers information and emergency messaging via text, email, telephone, and mobile app. Colleen Roberts, Public Information Officer, will share a PowerPoint presentation to review the new system and how citizens can sign up for the alerts.

8. Presentation on 2022 National Night Out.

National Night Out is observed annually on the first Tuesday in August. Its purpose is to enhance the relationship between residents and law enforcement. In 2012, the New Bern Police Department began caravanning through communities to participate in satellite National Night Out activities. This year, the event will return to Union Point Park for a citywide observation on August 02, 2022 from 5 p.m. to 8 p.m. A few communities are choosing to still gather in their own neighborhoods, and the Police Department will make effort to have a community policing officer visit those neighborhoods as well as assisted living facilities. Chief Gallagher will introduce personnel from the department to provide more details.

9. Conduct a Public Hearing on the 2022 CDBG Annual Action Plan.

Each year, the US Department of Housing and Urban Development ("HUD") requires Entitlement Cities to submit Annual Action Plans as an application for funding. The plan summarizes the actions, activities and specific resources that will be used to address needs and goals in the Strategic Plan. For the 2022 program year, the City's funding allocation is \$269,786. It is proposed \$53,957 of that be used for planning and administration, \$130,000 for the completion of the bus shelter project with one at the VOLT Center and one at 520 Roundtree Street, and the balance of \$85,829 towards housing rehabilitation. To comply with CDBG regulations, a public hearing is required to receive comment on the plan. Any comments received will be summarized and incorporated into the plan for HUD's review and approval. A resolution to adopt the plan will be presented at the August 09, 2022 Board meeting. The only action needed at this meeting is conduction of the public hearing. A memo from D'Aja Fulmore, Community Development Coordinator, is attached.

10. Consider Adopting a Resolution Authorizing the City Manager to Execute a Memorandum of Understanding with the Marine Corps Air Station Cherry Point.

The proposed Memorandum of Understanding ("MOU") will establish protocols whereby the New Bern Police Department and MCAS Cherry Point will assist one another on an as-needed basis to provide non-reimbursable law enforcement support. The MOU does not create any additional jurisdiction or modify existing jurisdictions for either party. In part, the MOU will allow the Police Department to use MCAS's training ranges. The term of the agreement is 10 years. A memo from Marvin Williams, Assistant City Manager, is provided.

11. Consider Adopting a Resolution Approving the Sale of 604 B Street.

(Ward 1) After receiving an offer of \$2,000 from Charles Diggs and Cecilia DiCarlo for the purchase of 604 B Street, the bid was advertised, but no upset bids were received. The property is a 0.19-acre vacant parcel that was acquired by the City in 2002 and has a tax value of \$3,900. The bidders have spoken with staff in Development Services about their plans for the property and have expressed a desire to pursue the process.

While the property is owned solely by the City, proceeds will be split with the County to satisfy a provision in the conveyance for outstanding, unpaid property taxes due to Craven County. If the sale is approved, the County will receive \$881.25, and the City will receive \$1,118.75, which includes the advertising cost. A memo from Brenda Blanco, City Clerk, is attached along with pictures of the property.

12. Consider Adopting a Resolution Approving the Sale of 2101 Woodland Avenue.

(Ward 2) After receiving a bid of \$10,500 from Kenny Muse for the purchase of 2101 Woodland Avenue, the bid was advertised, but no upset bids were received. The vacant 0.25-acre parcel has a tax value of \$20,000 and was acquired from the NC State Highway Commission (now NCDOT) in 1960. The triangular-shaped parcel was created by the relocation of Highway 17. The bidder has spoken with staff in Development Services about his plans for the property and has expressed a desire to pursue the process. A memo from Ms. Blanco is attached along with pictures of the property.

13. Consider Adopting a Resolution in Support of NC Department of Confirming a Speed Limit of 55 MPH on SR 1005 Between SR 1242 (Parker Road) and NC Hwy. 55.

(Ward 5) State Route ("SR") 1005 between SR 1242 (Parker Road) and NC Hwy. 55 is a major street that is owned and maintained by the NC Department of Transportation ("NCDOT"). After completing an engineering and traffic investigation, NCDOT is confirming a designated speed limit of 55 mph. The proposed resolution signifies the City's support of this. Once DOT has confirmed the set speed limit, an ordinance amendment will be presented to the Board to modify the City's schedule of maximum speed limits to add this designation. A memo from Al Cablay, Director of Public Works, is attached along with a map of the area.

14. Consider Adopting a Resolution in Support of NC Department of Transportation Reducing the Speed Limit on NC 43 Between SR 1483 (Briarwood Lane) and the 0.101 Mile Mark North of SR 1481 (Gracie Farms Road).

(Ward 5) NC 43 between SR 11483 (Briarwood Lane) and 0.101 mile north of SR 1481 (Gracie Farms Road) is a major street that is owned and maintained by the NC Department of Transportation ("NCDOT"). After completing an engineering and traffic investigation, NCDOT is recommending the speed limit be reduced from 55 mph to 50 mph. The proposed resolution signifies the City's concurrence. Once DOT has officially reduced and posted the speed, an ordinance amendment will be presented at a future meeting to modify the City's schedule of maximum speed limits to reflect this change. A memo from Mr. Cablay is attached along with a map of the area.

15. Consider Adopting an Ordinance for the Demolition of 1503 Oak Drive.

(Ward 1) Staff is seeking to demolish the structure located at 1503 Oak Drive. The home is in a dilapidated state, and letters were mailed to the owners in February, March, and April of 2020 regarding its unfit condition for human habitation. An order was issued to demolish the structure by July 19, 2020. To date, no permits have been applied for, and the structure remains noncompliant and unsafe. All utilities

have been removed, and the estimate for the City to demolish the structure is \$6,800. A memo from Matt Schelly, Interim Director of Development Services, is attached along with photos of the subject property and a list of chronological events.

16. Consider Adopting a Budget Ordinance Amendment for Fiscal Year 2022-23.

This budget amendment will recognize a Brownfields grant in the amount of \$500,000, which requires no match. The funds will be used to inventory, prioritize, and conduct environmental site assessments. The funds will also be used to develop two cleanup plans and three area-wide plans in the Greater Five Points area. Additional information is provided in a memo from Kim Ostrom, Director of Finance.

17. Discussion of ARP Projects.

At its June 28, 2022 meeting, the Board voted to divide the \$6,704,351 in ARP funds among the six wards. Of that funding, \$2 million has been allocated for stormwater projects, \$350,000 will be shared among Wards 1, 2 and 5 for the Redevelopment Commission's McCotter House project, and \$400,000 has been reserved for the Norfolk Southern culvert until further discussion is held between Wards 4 and 5. An updated list of allocations by ward is provided. Please refer to the memo from Mrs. Ostrom.

18. Appointment(s).

- a) John Blackwelder has resigned from the Historic Preservation Commission. An appointment is needed to serve out the remainder of his term, which expires on June 30, 2024.
- b) Steve Strickland and Julius Parham's terms on the Redevelopment Commission will expire on August 14, 2022. Both are eligible for reappointment. The Board is asked to either consider the reappointments or make new appointments. The appointees will serve a five-year term to expire on August 14, 2027.

19. Attorney's Report.

20. City Manager's Report.

21. New Business.

22. Closed Session.

23. Adjourn.



MAYOR'S OFFICE P R O C L A M A T I O N

WHEREAS, Dr. Dorothy "Dot" Henderson-Bell has served the citizens of North Carolina for the last 14½ years in the recovery section of the NC Emergency Management Division; and

WHEREAS, Dot started her career in the Emergency Management Division as a Grants Manager and worked her way to the position of Deputy Recovery Chief where she has been vital in managing the performance extensions of the North Carolina Emergency Management Recovery program for both Public Assistance and Individual Assistance; and

WHEREAS, her knowledge and willingness to assist local governments during and in the aftermath of natural disasters has been immeasurably vital to so many North Carolina communities as they charter the course of a long recovery process; and

WHEREAS, New Bern has specifically counted on Dot for guidance and assistance, and Dot has always been very professional, available and eager to assist, and a beacon of hope during challenging times; and

WHEREAS, although there is a cliché that everyone is replaceable, the truth is as long as people are unique, they are not replaceable; Dot is unique, and her shoes will be hard to fill.

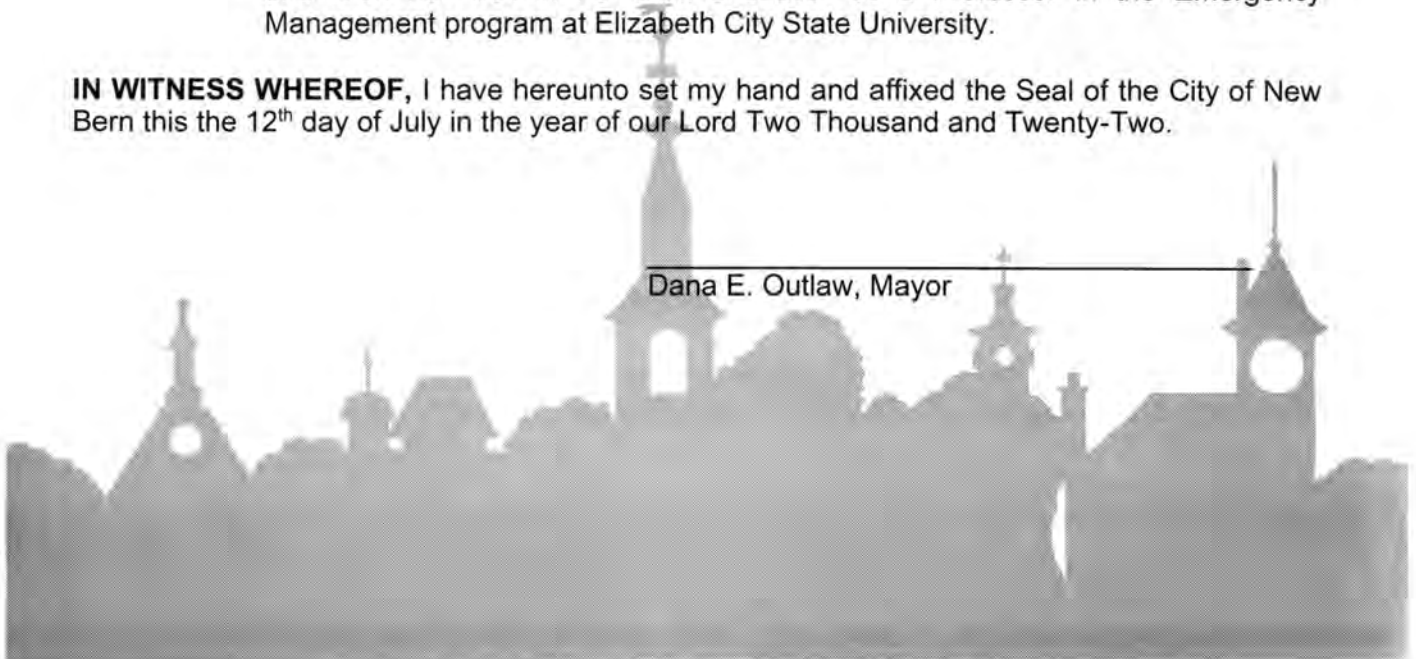
NOW, THEREFORE, I, Dana E. Outlaw, Mayor of the City of New Bern, on behalf of the New Bern Board of Aldermen, do hereby proclaim that

DOROTHY HENDERSON-BELL, PhD

has been a valuable resource to the City of New Bern during its recovery from several natural disasters, and we extend deep appreciation for her assistance and wish her well in her next endeavor as a Professor in the Emergency Management program at Elizabeth City State University.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of New Bern this the 12th day of July in the year of our Lord Two Thousand and Twenty-Two.

Dana E. Outlaw, Mayor



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to close a street for Duffyfield Resident Leaders Neighborhood Soul Food Festival.

Date of Meeting: 7/12/2022	Ward # if applicable: Ward 1
Department: Parks & Recreation	Person Submitting Item: Kari Warren, Interim Director of Parks & Recreation
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	Duffyfield Resident Leaders has requested to close the 800 block of Cedar Street between West and Bern Streets to vehicular traffic from 9:00 a.m. until 7:00 p.m., on Saturday, August 6, 2022, with a rain date of August 13, 2022, for Duffyfield Resident Leaders Neighborhood Soul Food Festival.
Actions Needed by Board:	Adopt the Resolution
Backup Attached:	Resolution – Memo – Application – Map - Petition

Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item: N/A
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Additional Notes: N/A

Aldermen

Sabrina Bengel
Jameesha Harris
Bobby Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



Kari Warren, CPRP
Interim Director of Parks & Recreation

Dana E. Outlaw
Mayor
Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance



Memo To: Mayor and Board of Aldermen

From: Kari Warren, CPRP *KW*
Interim Director of Parks and Recreation

Re: Street Closure for Duffyfield Resident Leaders Neighborhood Soul Food Festival.

Background Information:

Duffyfield Resident Leaders has made a request to close the 800 block of Cedar Street between West Street and Bern Street to vehicular traffic from 9:00 a.m. until 7:00 p.m. on Saturday, August 6, 2022, with a rain date of August 13, 2022, for Duffyfield Resident Leaders Neighborhood Soul Food Festival.

Recommendation:

The Interim Director of Parks and Recreation recommends approval and request the Board adopt a Resolution approving the request.

If you have any questions concerning this matter, please let me know.

1307 Country Club Rd
New Bern, NC 28562
Office 252 639-2901
Fax 252 636-4138

RESOLUTION

THAT WHEREAS, the Duffyfield Resident Leaders has scheduled a Neighborhood Soul Food Festival and has requested the 800 block of Cedar Street between West Street and Bern Street be closed to vehicular traffic from 9:00 a.m. until 7:00 p.m. on Saturday, August 6, 2022, with a rain date of August 13, 2022; and

WHEREAS the Interim Director of Parks and Recreation of the City of New Bern recommends the street be closed as requested.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That the 800 block of Cedar Street between West Street and Bern Street be closed to vehicular traffic from 9:00 a.m. until 7:00 p.m. on Saturday, August 6, 2022, with a rain date of August 13, 2022, for the Duffyfield Neighborhood Soul Food Festival.

ADOPTED THIS 12th DAY OF JULY 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

RECEIVED

JUN 29 2022

BY: NDSaturday
Aug 6, 22**CITY OF NEW BERN****APPLICATION FOR PUBLIC ASSEMBLY, PARADE & SPECIAL EVENTS IN CITY PARKS**

This application is hereby made for a permit to hold a Public Assembly and/or Parade as described in the City of New Bern Code of Ordinances (Sec. 66-85; 66-86; and 66-87) – Public Assemblies and Parades. This application along with attachments must be presented at least **60 days prior** to the event date.

Festival – A concert, fair, festival, exhibit, athletic event, promotion, community event, block party, or similar event.

Parade – A march, ceremony, pageant, procession or other similar activities consisting of persons, animals, vehicles or things, or any combination thereof, that disrupts the normal flow of traffic upon any public street.

Public Assembly – A festival or demonstration which is reasonably anticipated to obstruct the normal flow of traffic upon any public street and that is collected together in one place; or a festival in any city-controlled park.

Name of Event/Activity: Our Neighborhood Soul Food FestivalOrganization Name: Duffyfield Resident LeadersResponsible Contact: Carlillie SwindellAddress: 1204 Goldsboro St.City: New Bern State: NC Zip code: 28560Phone: 252-229-2960 Alternate Phone: 252-633-9599Email: carlillie@gmail.com OR unitycoalition28560@gmail.comType of Event: ☐ Demonstration ☒ Festival ☐ ParadeDate of Event: 08/06/2022 Proposed Rain Date: 08/13/2022Event Set up time: 9:00am Event Tear Down Completed Time: 7:00pmEvent Start Time: 12:00pm Event End Time: 5:00pm

What is the specific location and/or route of the proposed event? (Attach additional information if needed)

This event will be held at 800 CEdar St. We would like to close of Cedar St. from West St. to Bern St.

Street
Closing

Note: A detailed map of the proposed route as well as a specific list of streets is required. The specific location of the Public Assembly must include the aerial overview with location marked. **Festivals/Events require detailed aerial map with complete layout.**

What is the purpose of this event? Please be detailed in your description - (Attach additional information if needed)

Resident Leaders are working to raise money that can be spent on community projects including fencing of the garden at Craven Terrace, starting a garden at The Resource Hub, creating gathering spaces for residents.

Estimated attendance: 300; Attendance not to exceed: 600

*Note: If more than 1,000 in attendance is expected 1) **Proof of Crowd Manager Training Certification is required.** Training is available at the following link: http://www.newbernnc.gov/departments/fire_department/crowd_manager_training.php 2) **Public Safety Plan is required. Information must be submitted with application.** For additional info, please contact the Fire Marshall at 252-639-2931.

Tents # 12 Sizes _____ Provide additional info as needed (Note: Tents 700 sq. ft. or bigger must be inspected by Fire Marshall).

How will you handle trash generated from the event?

We are requesting # 0 trash cans.☒ We will provide our own bags & dispose of any trash generated ourselves.

☐ We request that City Staff dispose of all trash generated. We understand additional fees will be charged for this service, including the cost of labor, and materials (bags, etc.) used.

Are you requesting any City of New Bern Street Closures?☒ Yes*☐ No

*Any street closures require approval of the Board of Aldermen. Street closures must be received **at least 60 days in advance** for consideration. Street closures require barricades. A fee of **\$5.00 per barricade** must be paid 48 business hours prior to the event.

***What Street(s) are you requesting to close? Be specific:** We will need 2 barricades to close off Cedar St. at West St and 2 barricades to close off Cedar St. at Bern St.

Are you requesting any State Road or Bridge closures?☐ Yes*☒ No

*If yes, a 90 day notice and application is required by the NCDOT for in order to consider state roads or bridges. For additional information, please call NCDOT Office at 252-439-2816. The State Road/Bridge Closure permit must be attached to this application.

If this event includes the use of floats, vehicles, placards, loud speakers, or mechanical devices of any type, please provide a detailed explanation of their use, purpose and number.

Will Inflatables or other Play features be part of this event?☒ Yes☐ No (Additional insurance may be required)**Will Food Vendors or Commercial/Non-Profit vendors be part of this event?**☒ Yes☐ No

(If you answered YES, Additional Fees apply. A detailed list of all vendors is required.)

The following items are required and must be attached at the time of Application:

☒ A detailed map – including the location, route with beginning and ending point and street names included.

☒ Petition of Signatures – of business/residents affected – If roads are closed.

The following items are required within two (2) business days of the event or event shall be cancelled:

☐ Certificate of Insurance – Listing the City of New Bern, PO Box 1129, New Bern, NC as “Additional Insured”

☐ List of all food/commercial/non-profit vendors.

☐ Payment in full of applicable fees and charges.

I attest that I am authorized on behalf of this group/organization to request the permit for the activities prescribed herein. I understand that this application must be submitted with full details and attachments. I understand that additional fees and charges may be incurred. Those charges include set-up tear down time for staff, rental of barricades, Public Safety, Trash collection, damages, etc. I further understand that failure to provide the requested information within the specified timelines shall result in application being denied. I agree to indemnify and hold harmless the City of New Bern, its departments, agents, employees, officials and volunteers for any injury, illness or damage to person or property during this activity.

The following items must be submitted with Application:

☒ Completed & Signed Application

☒ Detailed maps of parade route and/or festival layout

☒ Petition of signatures (if road closure is requested)

☐ Proof of Crowd Manager training & Public Safety Plan (if attendance is 1,000 or more)

Total Anticipated Charges

Barricades: # _____

\$ _____

Trash Collection:

\$ _____

City Staff: # _____

\$ _____

Vendor Fees # _____

\$ _____

Park/Facility Rental:

\$ _____

Total Due:

\$ _____

Carlie Swindell

06/28/2022

Authorized Signature

Date

All documents have been provided and this application is recommended for approval

Administrative Support Supervisor

Date

This application has been approved.

Mark Warren

6-30-2022

Director of Parks & Recreation

Date

☒ Have HOA's been notified? ☐ Yes ☐ No Spoke with: _____

☒ Approved by Department

Date: 6-30-22

Staff Initials: KW

☒ Submitted for Board Approval

Date: 6-30-22

Staff Initials: KW

☐ All Paperwork collected

Date: _____

Staff Initials: _____

☐ All fees collected \$ _____

Date: _____

Staff Initials: _____

City Sponsored Event

☐ Yes ☒ No

Updated 6-3-2019

PETITION OF SIGNATURES

By signing this petition I agree to the closure of Cedar St. from Queen St. to West St from 10am-7pm on Saturday, August 6, 2022. It is my understanding that event planners, who are residents in the community, desire to allow residents in this block parking at their homes but this will restrict any other traffic.

[illegible]



AGENDA ITEM COVER SHEET

Agenda Item Title:

Presentation on New Bern Alerts

Date of Meeting: 7/12/2022	Ward # if applicable: All
Department: Administration	Person Submitting Item: Colleen Roberts, PIO
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	The City is launching a new, interactive, mass notification and emergency messaging platform called New Bern Alerts. The system delivers information and emergency messaging via text, email, telephone and mobile app.
Actions Needed by Board:	None
Backup Attached:	

Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item: \$7,000
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:



New Bern Alerts

Mass Notification & Messaging

1

What is New Bern Alerts?

- FREE mass notification & messaging for subscribers
- Text, email & phone call delivery
- MyAlerts mobile app
- Integration with NOAA/National Weather Service
- IPAWS
- Geofencing
- 2-way engagement
- Subscriber groups



CIVICREADY

NEW BERN
NORTH CAROLINA

2

Subscriber Groups

- Emergency Alerts
- City Events
- General Information
- Street Closures
- Trash/Bulk Waste Pickup
- New Bern Police Dept (non-emergency)
- New Bern Fire-Rescue (non-emergency)
- Aquatics
- Summer Camps
- Afterschool Activities



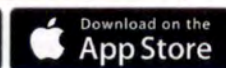
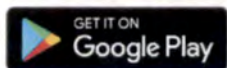
CIVICREADY

NEW BERN
NORTH CAROLINA

3

How do I sign up?

www.NewBernNC.gov/NewBernAlerts



Text your zip code to 38276



CIVICREADY

NEW BERN
NORTH CAROLINA

4

NEW BERN ALERTS



Sign-up to receive emergency alerts and community notifications that may impact you and your family at

new-bern-nc.myfreealerts.com

or text your Zip Code to

38276

to only receive Emergency alerts via SMS



The CivicReady solution will allow the City of New Bern to issue urgent notifications, emergency instructions, warnings, and routine communications to subscribed citizens via email, text message, and voice alert, to keep citizens safe and informed.



CIVICREADY

NEW BERN
NORTH CAROLINA

5

New Bern Alerts FAQs

Can I opt out of receiving messages?

Yes. You can modify your preferences at any time to change subscriber groups, or text STOP in response to a text you receive.

If I was a CodeRED subscriber, will my account transfer over?

No. If you subscribed to the City's CodeRED platform, you will need to create a new account with New Bern Alerts. Messages to the CodeRED platform will cease on July 13, 2022.



CIVICREADY

NEW BERN
NORTH CAROLINA

6

AGENDA ITEM COVER SHEET

Agenda Item Title: Presentation on 2022 National Night Out Presentation

Date of Meeting: 7/12/2022	Ward # if applicable: NA
Department: Police	Person Submitting Item: Chief Patrick Gallagher
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	The New Bern Police Department will be holding its 2022 National Night Out Event at Union Pointe Park this year. This is different than previous years, and we wish to provide information pertaining the event.
Actions Needed by Board:	Information only.
Backup Attached:	Memo to the Board of Alderman

Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item: \$0
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Additional Notes: See cover letter.



Founded 1797

NEW BERN

NEW BERN POLICE DEPARTMENT

P.O. Box 1129, New Bern, NC 28563-1129
(252) 672-4100

Police and Community Come Together Here



Patrick L. Gallagher
Chief of Police

To: Board of Alderman
From: Chief Patrick Gallagher
Date: June 29, 2022
Subject: **2022 National Night Out Event (Union Point Park)**

National Night Out
Tuesday, August 2, 2022
Union Point Park
5:00 p.m. – 8:00 p.m.

The objective of National Night Out is to enhance the relationship between neighbors and law enforcement while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances. Over the last two years National Night Out has not been the same. The New Bern Police Department has missed being with you for this annual celebration as we continue to strive for a great partnership. National Night Out 2022 is going to look a little different as we are moving the celebration to Union Point Park. Since 2012 the New Bern Police Department has caravanned throughout the entire city stopping in participating communities to converse, answer any questions, participate in activities, and of course to eat. Although National Night Out is geared towards law enforcement, we are excited for the opportunity to share the stage with you, our community.

The theme this year is "Community Resources". The last two years have been difficult for everyone, so why not show our residents the abundance of resources available in the City of New Bern and Craven County. We currently have over twenty-five community resources represented for this event and feel ALL participants can take away something from this event.

The decision to move away from our traditional National Night Out celebration was difficult, and we met with 15 participating communities March 31st of this year to propose our new idea for National Night Out. Some communities are choosing to continue their own National Night Out celebrations with the understanding the New Bern Police Department will make every effort to have the community policing district officer attend their celebration. We cannot forget about our assisted living facilities as we have reached out to them and will be visiting them with dates and times to be determined soon.

On behalf of the New Bern Police Department, we would like to thank you for your time and attention on this matter. We look forward to a successful, fun, and informational event for all and hope we will see you on August 2nd at Union Point Park.



A Nationally Accredited Agency

Integrity – Motivation – Professionalism – Accountability – Commitment – Trust

AGENDA ITEM COVER SHEET

Agenda Item Title:

Conduct a Public Hearing on the 2022 Community Development Block Grant (CDBG) Draft Annual Action Plan.

Date of Meeting: 7/12/2022	Ward # if applicable: N/A
Department: Development Services	Person Submitting Item: D'Aja Fulmore, Community Development Coordinator
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: 7/12/2022

Explanation of Item:	Conduct a Public Hearing on the CDBG 2022 Draft Annual Action Plan. A presentation will include a summary of the actions, activities, and specific resources that will be used to address the priority needs and goals identified in the Strategic Plan section of the Consolidated Plan.
Actions Needed by Board:	Conduct a Public Hearing
Backup Attached:	Memo, Draft Plan, PowerPoint Presentation

Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes: A Resolution to adopt the 2022 Annual Action Plan will be presented at the August 9, 2022 meeting for the Board of Aldermen to consider; this will allow the City to receive the CDBG funding allocation.



MEMORANDUM

TO: Mayor Outlaw and Board of Aldermen

FROM: D'Aja Fulmore, Community Development Coordinator

DATE: June 29, 2022

SUBJECT: Conduct a Public hearing on the Community Development Block Grant (CDBG) 2022 Annual Action Plan Draft.

Background Information:

Each year, the U.S. Department of Housing and Urban Development (HUD) requires Entitlement Cities submit their Annual Action Plan as an application for funding under the program. The Annual Action Plan provides a summary of the actions, activities, and the specific federal and non-federal resources that will be used to address the priority needs and specific goals identified in the Strategic Plan section of the Consolidated Plan for the 2022-2023 year.

For the 2022 program year, the City of New Bern will receive a \$269,786 Entitlement Fund allocation for eligible community development activities to benefit low-moderate income areas and households. City staff conducted a public hearing on March 7th in the Development Services Conference Room to receive public comment on priority community needs.

Of the \$269,786 in Entitlement Funds, 20% may be used for Planning and Administration. The city is proposing \$53,957 be used towards Administration, which includes staff salaries, planning activities and market studies. \$130,000 is proposed for completion of the Bus Shelter project, which will include the installation of two remaining shelters at the VOLT Center and 520 Roundtree Street. Lastly, \$85,829 is proposed to be used towards housing rehabilitation through the Housing Minor Rehabilitation program. This program will provide rehabilitation assistance up to \$15,000 per eligible housing unit.

To comply with CDBG regulations, the City's Citizen Participation Plan requires that a public hearing be conducted to provide citizens a final opportunity to comment on the contents of the draft Annual Action Plan. Comments from the public will be summarized and added to the plan which will be submitted to HUD for review and approval.

Development Services staff will provide a presentation of the plan.

Recommendation:

That the Board Conduct a Public Hearing to receive comment on the 2022 Draft Annual Action Plan for the Community Development Block Grant (CDBG) Entitlement Cities Program.

If you have any questions or need additional information, please contact D'Aja Fulmore at 252-639-7586



Development Services
2022 CDBG Annual Action Plan
July 12, 2022

1

Definition/Purpose

- **Annual Action Plan (AAP):** concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.
- **Purpose:** Each year, the U.S. Department of Housing and Urban Development (HUD) requires Entitlement Cities submit their Annual Action Plan as an application for funding under the program.

2

CDBG 2022 Allocation

- 2022 HUD Entitlement Cities Allocation
 - \$269,786
 - Increase of \$4,920 from 2021 Allocation of \$264,866
 - Expected CDBG increases as lobbying continues

Highlights from Plan

- **The City of New Bern has an overall low-moderate income percentage of 40.67%**
 - Housing affordability remains the greatest issue in low-moderate income communities.
 - Twin Rivers Opportunities: There are currently 315 households on the waiting list for Housing Choice Vouchers.
 - Coordination: The City continues to maintain partnerships and coordinate with other agencies to address priority needs.

Housing Strategy- HSS

In alignment with the Five-Year Consolidated Plan

- **Goal:** Improve, preserve, and expand the supply of affordable housing for low-moderate income persons and families living in the City of New Bern
 - **Objective-HSS 3-** Housing Rehabilitation- City will promote and assist in the preservation of owner and renter occupied housing stock

Community Development Strategy- CDS

- **Goal:** Improve, preserve, and create new public and community facilities, infrastructure, and public services to ensure the quality of life for all residents of the City of New Bern
 - **Objective CDS-4-** Public Transit: City will promote the development of additional bus routes, bus shelters, and improve public transportation for low-and-moderate income persons.

2022 Projects

1.	Project Name	Administration
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	APM-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$53,957.00
	Description	Overall program administration of the CDBG Programs, including: staff salaries, wages, and benefits; related costs to administer the programs including supplies, materials, mailings, duplications, etc.; monitoring and oversight; advertising and public hearing costs; market studies; planning activities and the preparation of the Annual Action Plan, Environmental Review Record, Consolidated Annual Performance and Evaluation Report, Fair Housing, etc.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	1 Organization
	Location Description	Citywide
	Planned Activities	The Matrix Code is 21A General Program Administration.

2022 Projects

2.	Project Name	Housing Rehabilitation
	Target Area	Low-and Moderate-Income Areas
	Goals Supported	HSS-3 Housing Rehabilitation
	Needs Addressed	Housing Priority
	Funding	CDBG: \$85,829.00
	Description	CDBG funds will be used to carry out a senior housing rehabilitation program. The housing rehabilitation program will assist up to \$15,000 per house. In addition, the CDBG funds will be used to cover the program delivery costs.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately, 3 low-moderate income housing units
	Location Description	To be determined.
	Planned Activities	The National Objective is Low/Mod Housing Benefit (LMH). The HUD Matrix Code is 14A Rehabilitation: Single-Unit Residential

2022 Projects

3.	Project Name	Bus Shelter Project Completion
	Target Area	Low and Moderate Income Area
	Goals Supported	CDS-4 Public Transit
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$130,000
	Description	Design, construction, and inspection of the installation of six (6) bus shelters in cooperation with the Craven Area Transit System (CARTS), the local public transportation provider. The shelters will be located in specific areas that serve low-and-moderate income persons. The shelters will be set on concrete pads with handicap access to surrounding walks and street crossings. The shelters will have solar panels for lighting, a bench, and display boards for bus routes, schedules, and community resources. (Multi-year Activity)
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	3 Public Facility of Infrastructure Activities other than Low/Moderate Income Housing Benefit
	Location Description	Location Description: Roundtree Street- 520 Roundtree Street The Volt Center 205 First Street New Bern Utilities- 606 Ft Totten Drive
	Planned Activity	

NEW BERN
NORTH CAROLINA

9

Bus Shelter Remaining Sites



VOLT CENTER: 205 First Street



520 Roundtree Street

NEW BERN
NORTH CAROLINA

10

Proposed 2022 CDBG Activity Summary

The City of New Bern proposes to undertake the following activities with the FY 2021 CDBG Funds:

- General Administration: \$53,957.00
- Housing Rehabilitation: \$85,829.00
- Bus Shelter Project Completion: \$130,000.00
- **Total Entitlement Fund Budget: \$269,786.00**

Questions?

CITY OF NEW BERN

303 First Street, New Bern, NC 28560

FY 2022 Annual Action Plan

*For Submission to HUD for the
Community Development Block Grant (CDBG) Program*

August 9, 2022

Mayor:

Dana E. Outlaw

City Manager:

Foster Hughes



NEW BERN

CITY OF NEW BERN



Table of Contents

PART I. ES: EXECUTIVE SUMMARY

AP-05	Executive Summary – 24 CFR 91.200(c), 91.220(b)	1
1.	Introduction	1
2.	Summary of the Objectives and Outcomes Identified in the Plan	14
3.	Evaluation of Past Performance	17
4.	Summary of Citizen Participation Process and Consultation Process	17
5.	Summary of Public Comments.....	18
6.	Summary of Comments or Views Not Accepted and the Reasons For Not Accepting Them	19
7.	Summary	19

PART II. PR: THE PROCESS

PR-05	Lead & Responsible Agencies – 91.200(b)	20
1.	Agency/Entity Responsible for Preparing/Administering the Plan	20
AP-10	Consultation - 91.100, 91.200(b), 91.215(l).....	21
1.	Introduction	21
2.	Agencies, Groups, Organizations, and Others Who Participated in the Process and Consultations	23
AP-12	Participation.....	30
1.	Summary of citizen participation process	30

PART III. ANNUAL ACTION PLAN

AP-15	Expected Resources – 91.220(c)(1,2).....	33
AP-20	Annual Goals & Objectives.....	36
AP-35	Projects – 91.220(d)	38
AP-38	Project Summary.....	40
AP-50	Geographic Distribution – 91.220(f)	43
AP-55	Affordable Housing – 91.220(g)	46
AP-60	Public Housing – 91.220(h)	47
AP-65	Homeless and Other Special Needs Activities – 91.220(i)	49
AP-75	Barriers to Affordable Housing – 91.220(j).....	52
AP-85	Other Actions – 91.220(k)	54
AP-90	Program Specific Requirements – 91.220(l)(1,2,4).....	60

PART IV. APPENDIX

SF 424 Forms

Certifications

Resolution

Citizen Participation

DRAFT



Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of New Bern, North Carolina is a Federal entitlement community under the U.S. Department of Housing & Urban Development's (HUD) Community Development Block Grant (CDBG) Program. In compliance with the HUD regulations, the City of New Bern has prepared this FY 2022 Annual Action Plan for the period of July 1, 2022 through June 30, 2023. This Annual Action Plan is a strategic plan for the implementation of the City's Federal Programs for housing, community, and economic development within the City of New Bern. This is the fourth Annual Action Plan under the City's FY 2019-2023 Five-Year Consolidated Plan.

The FY 2022 Annual Action Plan is a collaborative effort of the City of New Bern, the community at large, social service agencies, housing providers, community development agencies, and economic development groups. The planning process was accomplished through public meetings, statistical data, review of the City's Comprehensive Plan, and other community plans.

Available Funds:

During the FY 2022 Program Year, the City of New Bern will receive the following Federal funds:

- **CDBG:** \$269,786.00
- **Total:** \$269,786.00

FY 2022 CDBG Programs Budget:

The City of New Bern proposes to undertake the following activities with the FY 2022 CDBG Funds:

- **CD-22-01 General Administration** - \$53,957.00
- **CD-22-02 Housing Rehabilitation for Seniors**- \$85,829.00
- **CD-22-03 Bus Shelter Project Completion** - \$130,000.00

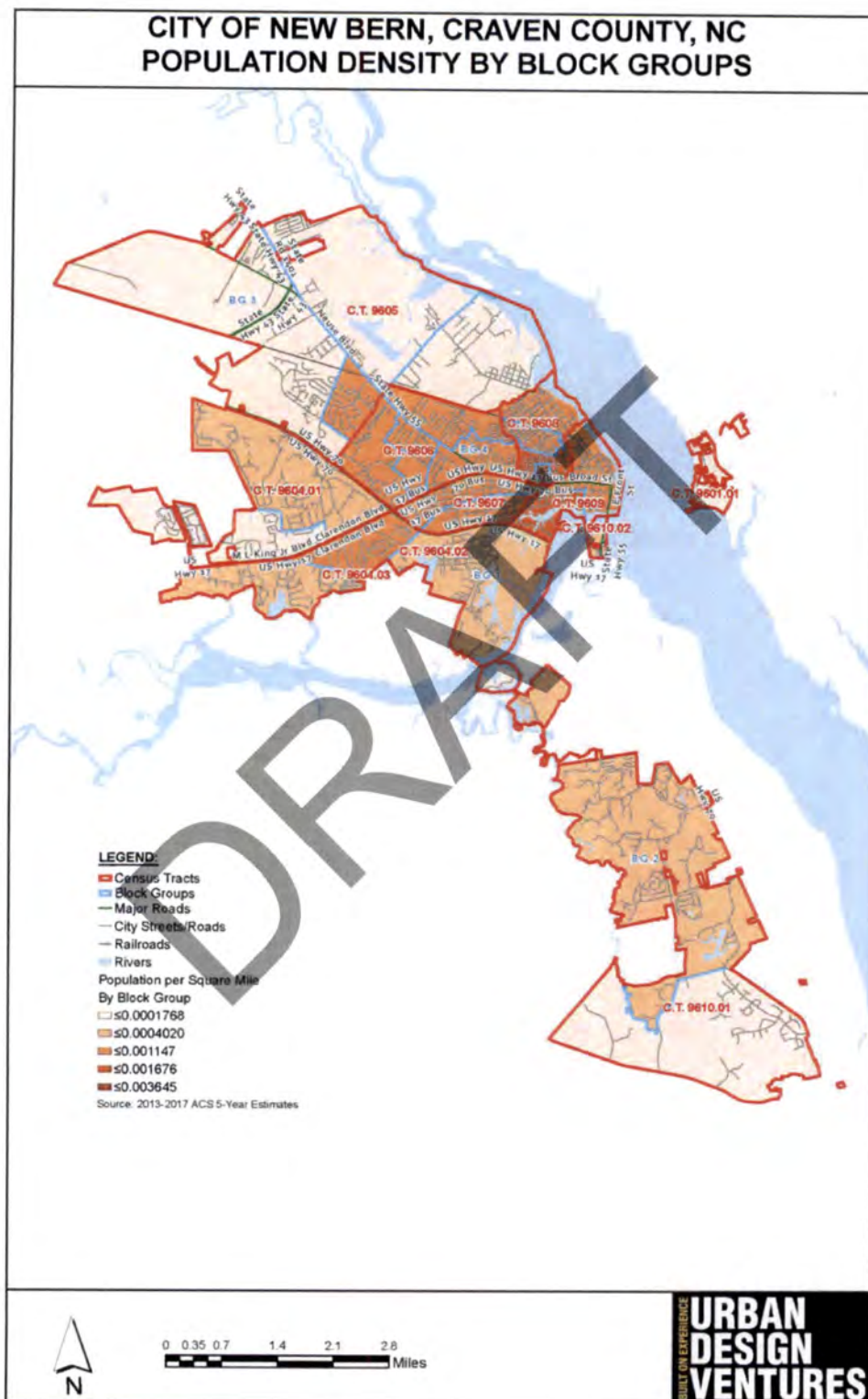
Maps

The following maps which illustrate the demographic characteristics of the City of New Bern:

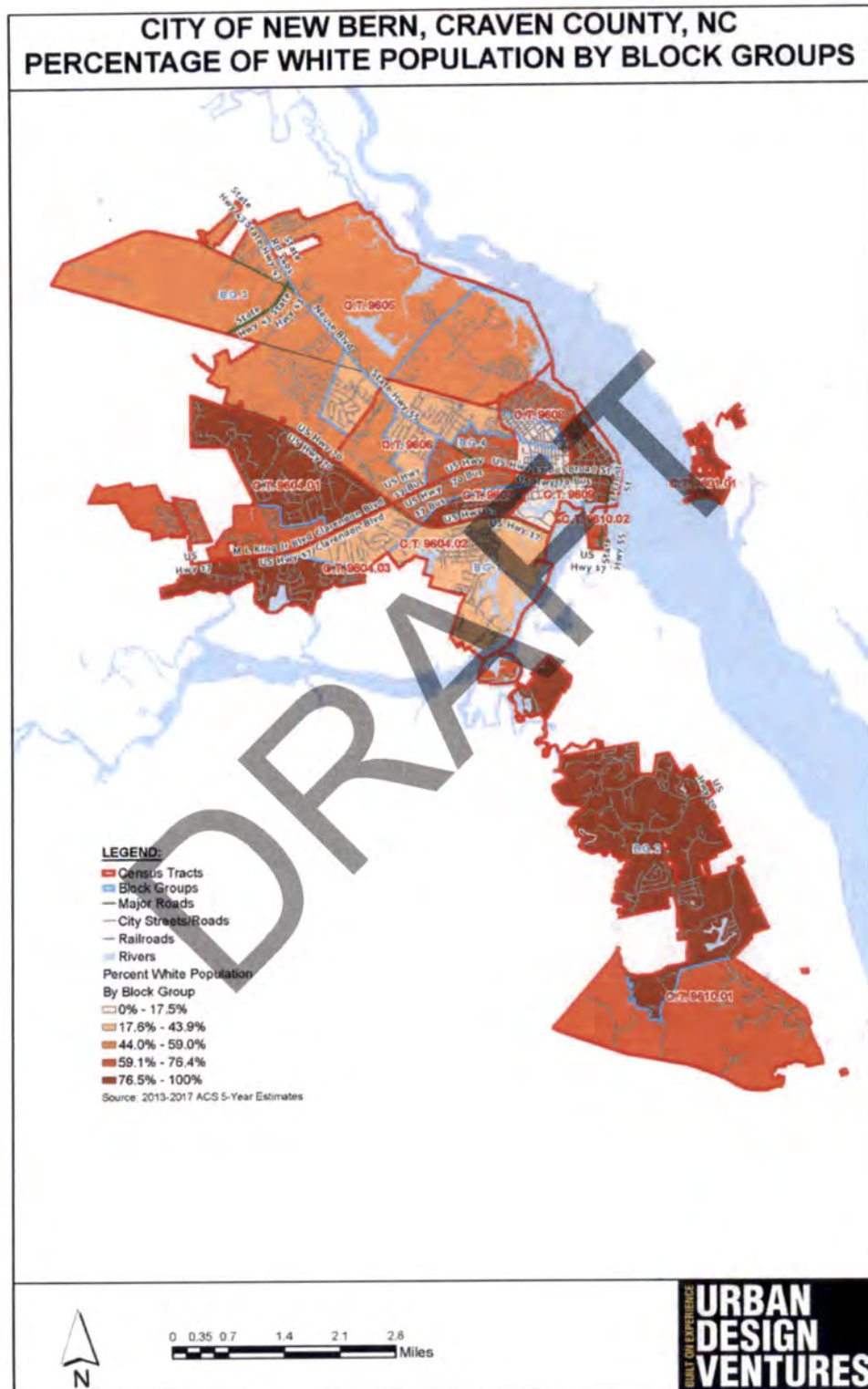
- Percent White Population by Block Group
- Percent Minority Population by Block Group
- Number of People Aged 65+ by Block Group
- Percent Population Age 65+ by Block Group
- Population Density by Block Group
- Housing Density by Block Group
- Percent Owner-Occupied Housing Units by Block Group
- Percent Renter-Occupied Housing Units by Block Group
- Percent Vacant Housing Units by Block Group
- Low/Moderate Income Percentage by Block Group
- Low/Moderate Income and High Minority Concentration by Block Group

DRAFT

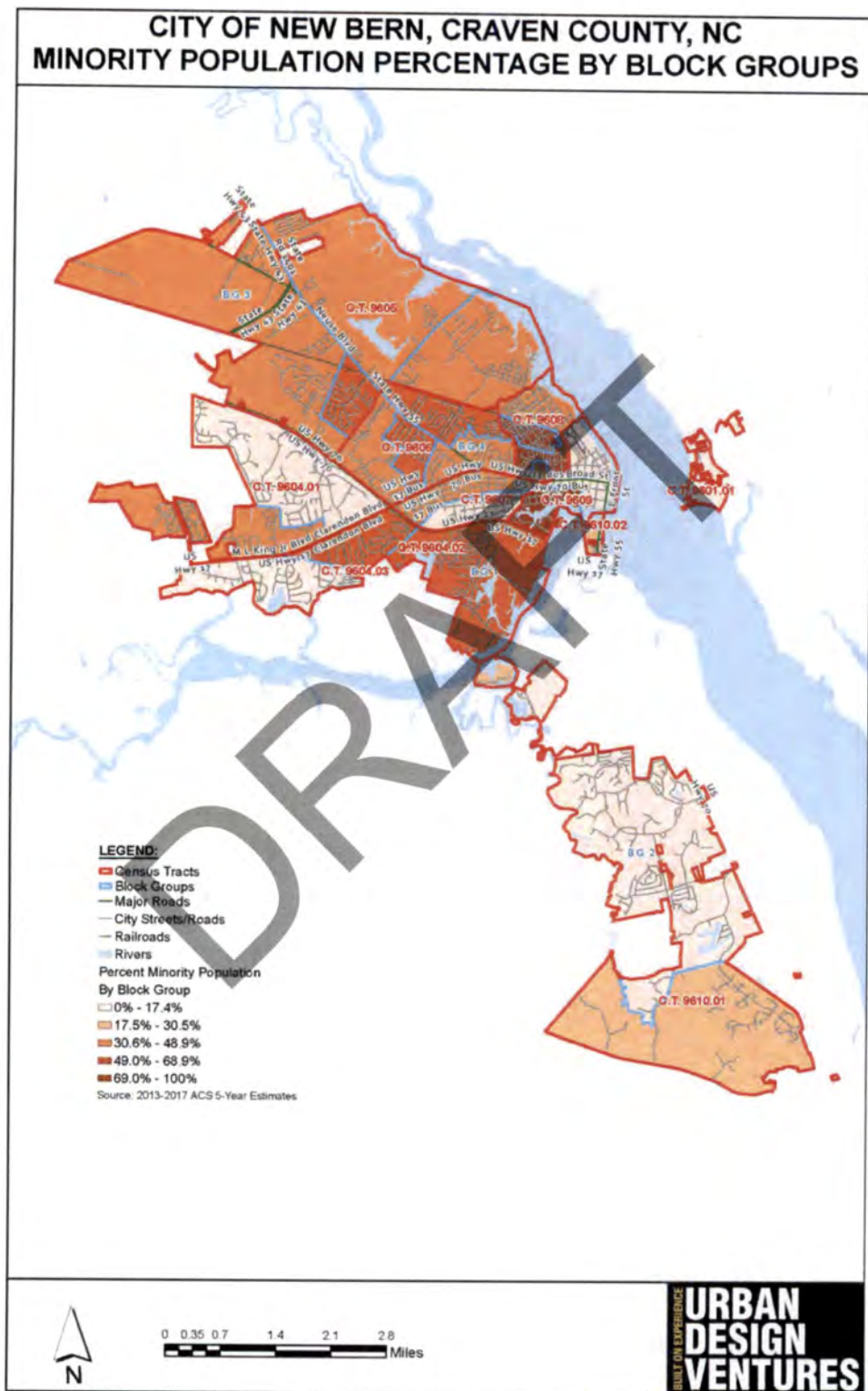
Population Density by Block Group



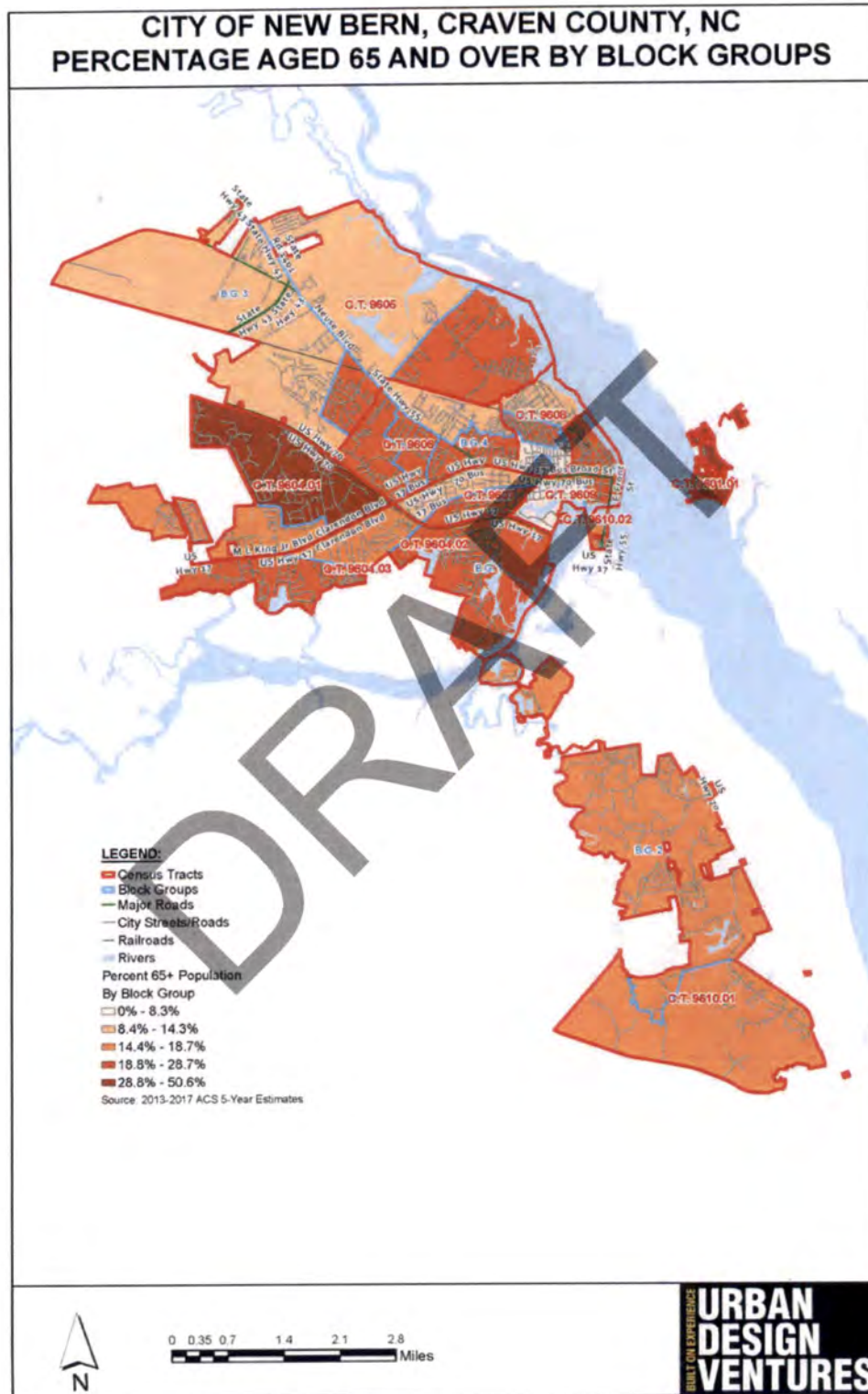
Percent White Population by Block Group



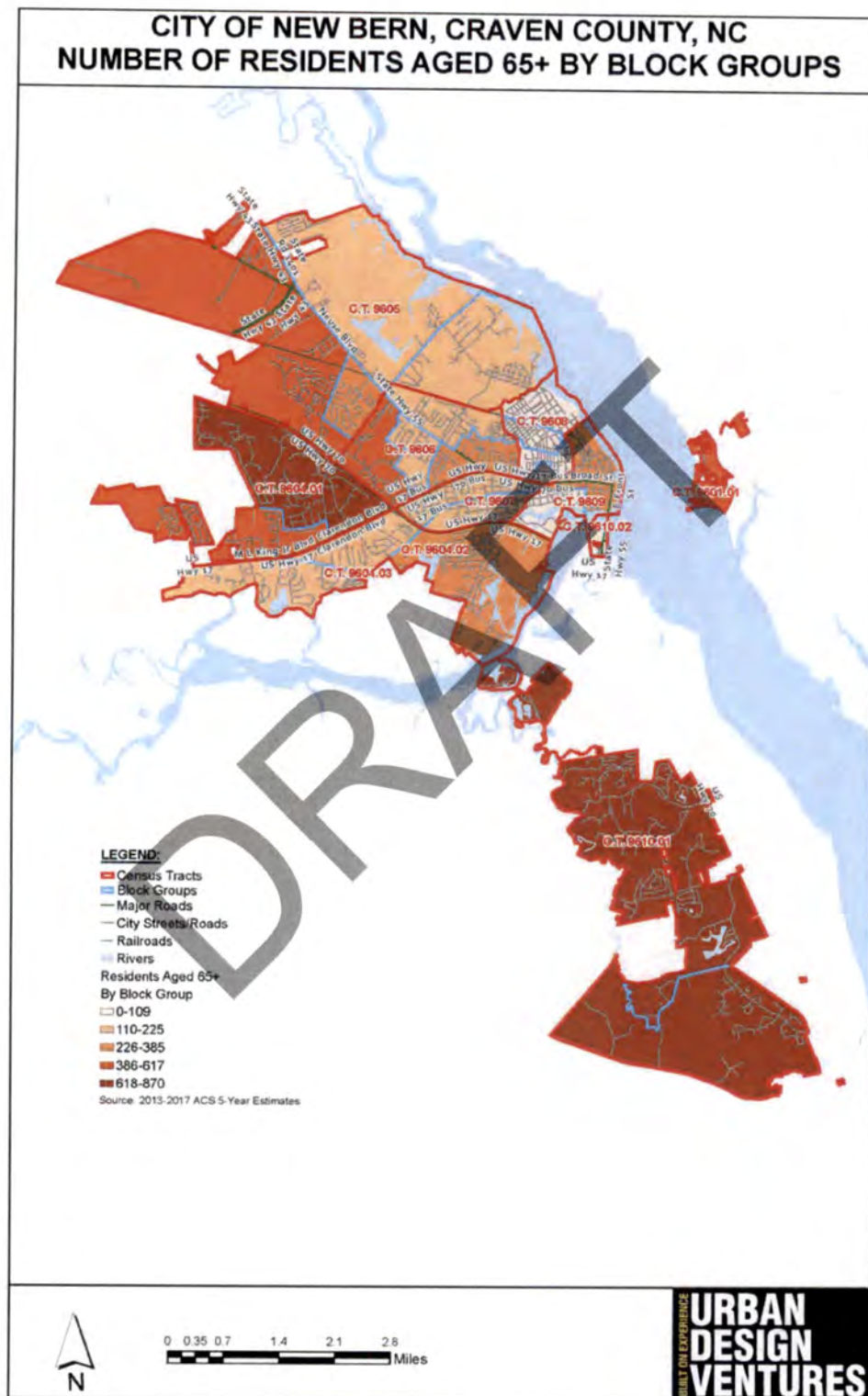
Percent Minority Population by Block Group



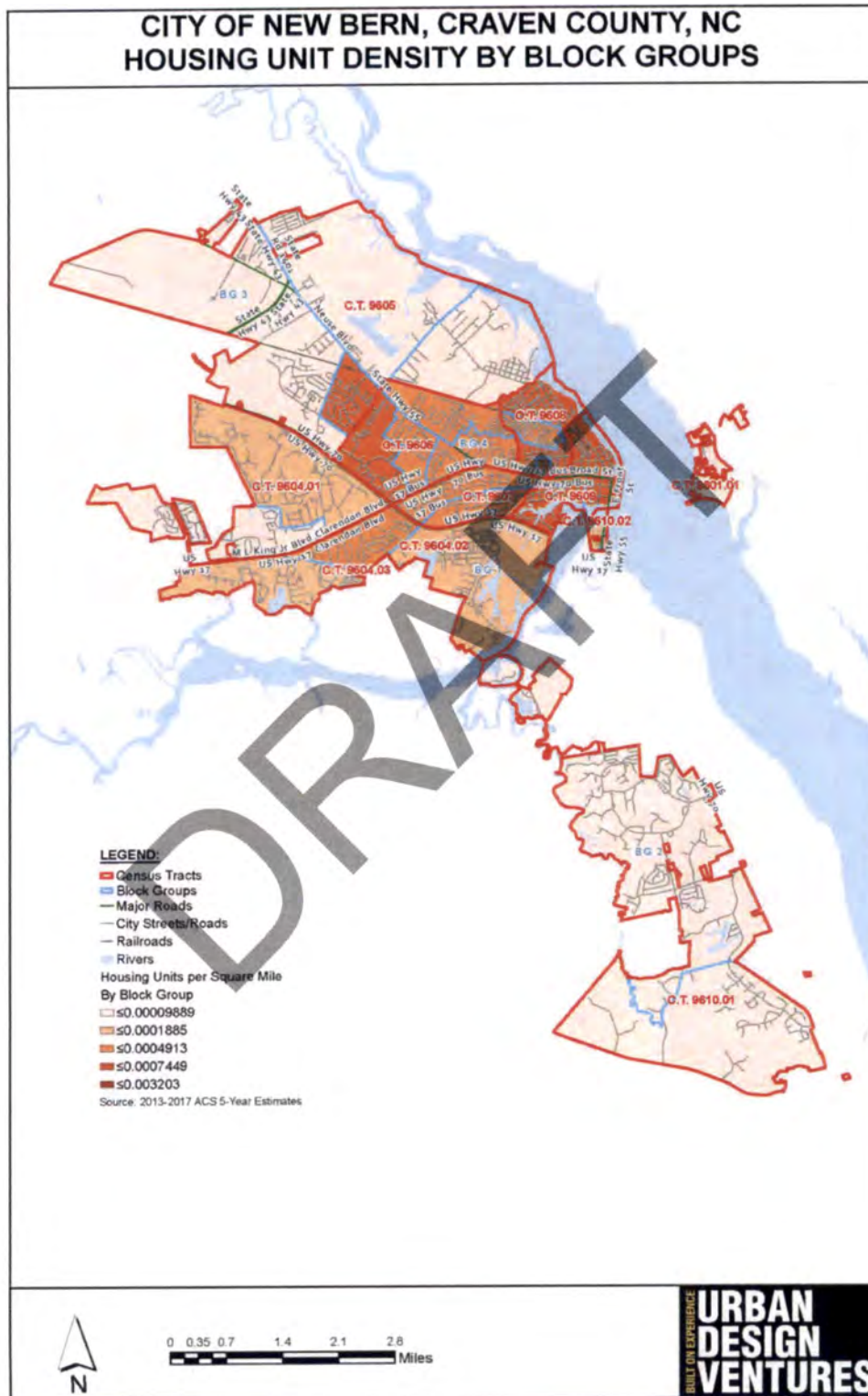
Percent Population Age 65+ by Block Group



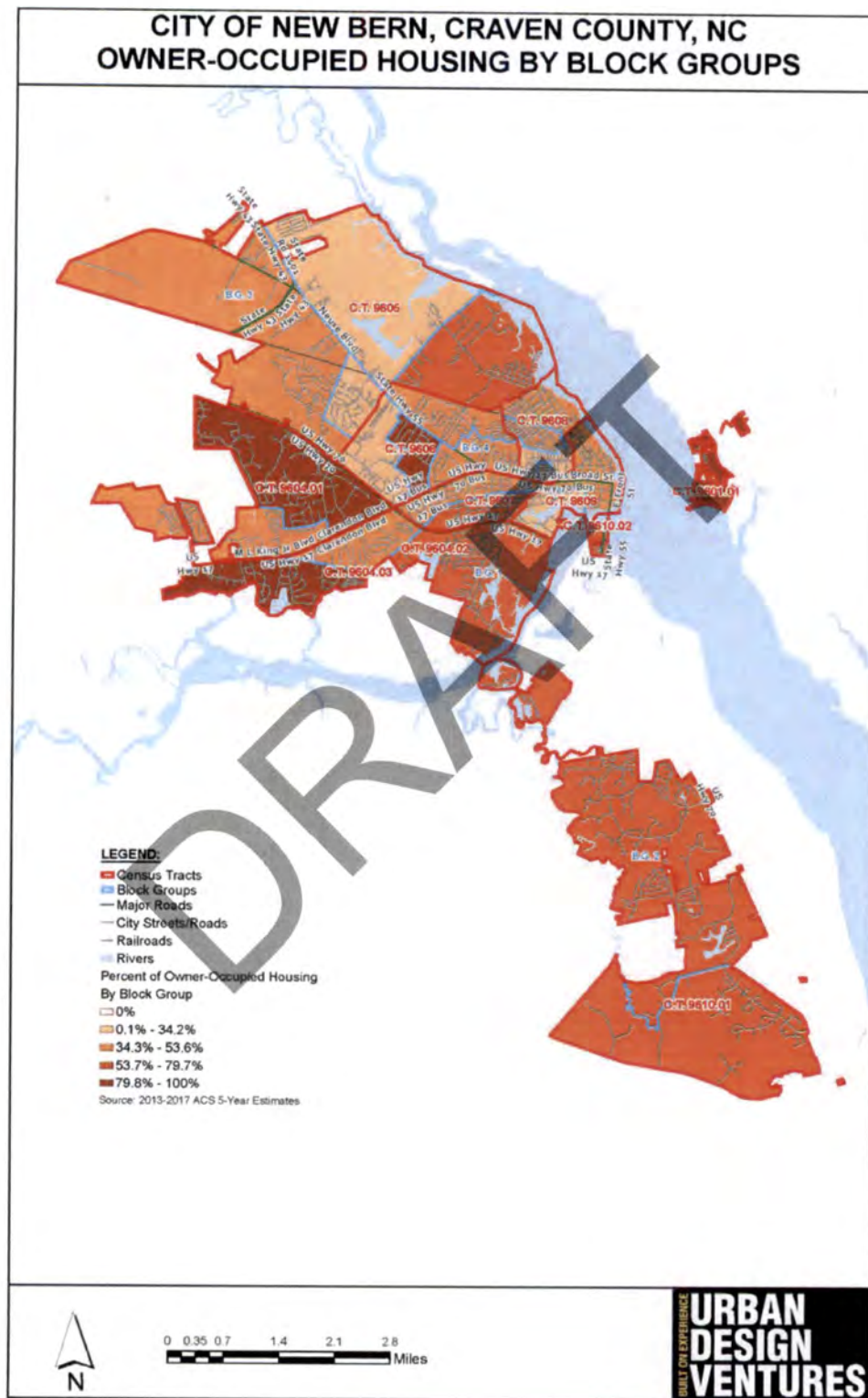
Population Age 65+ by Block Group



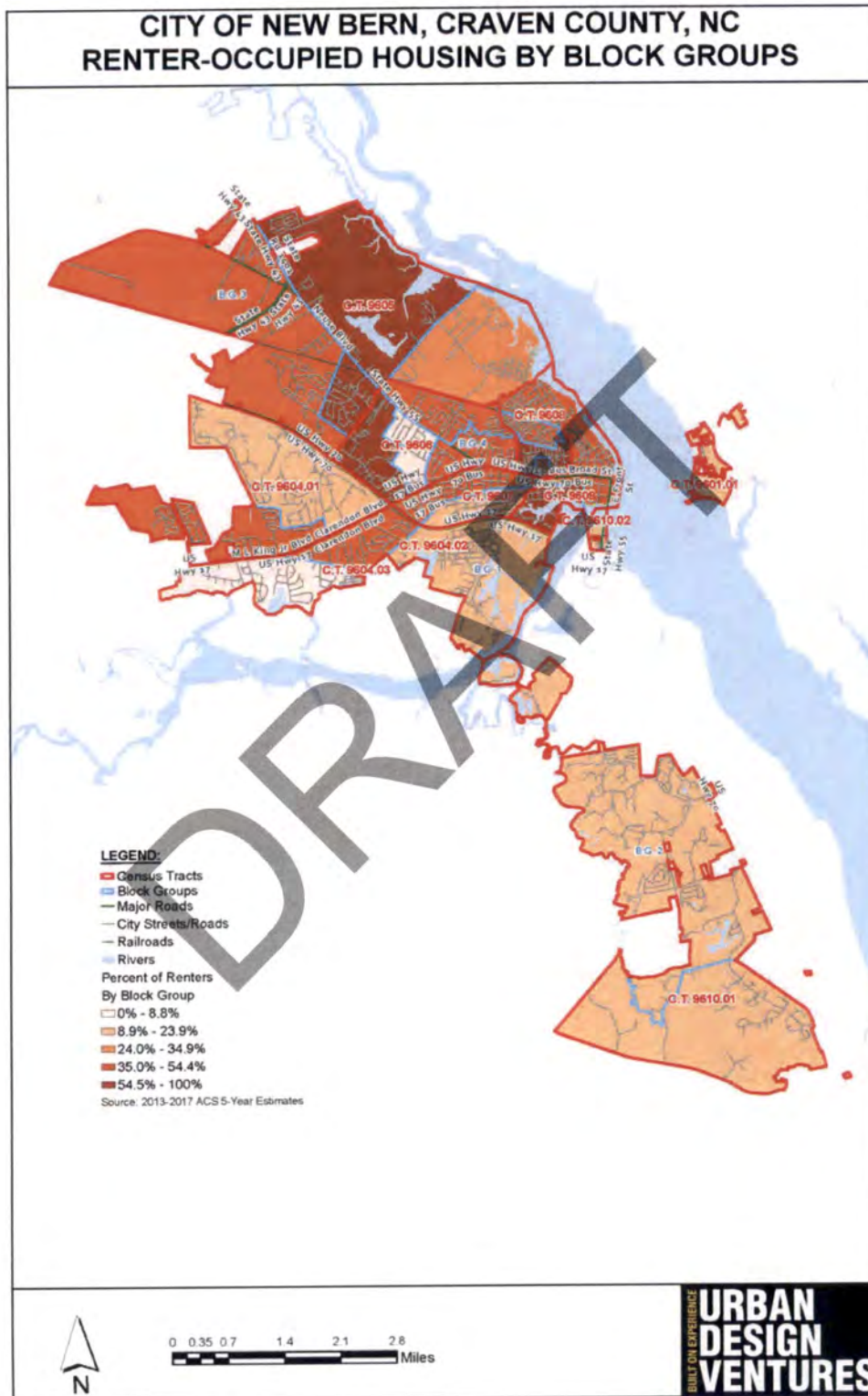
Housing Density by Block Group



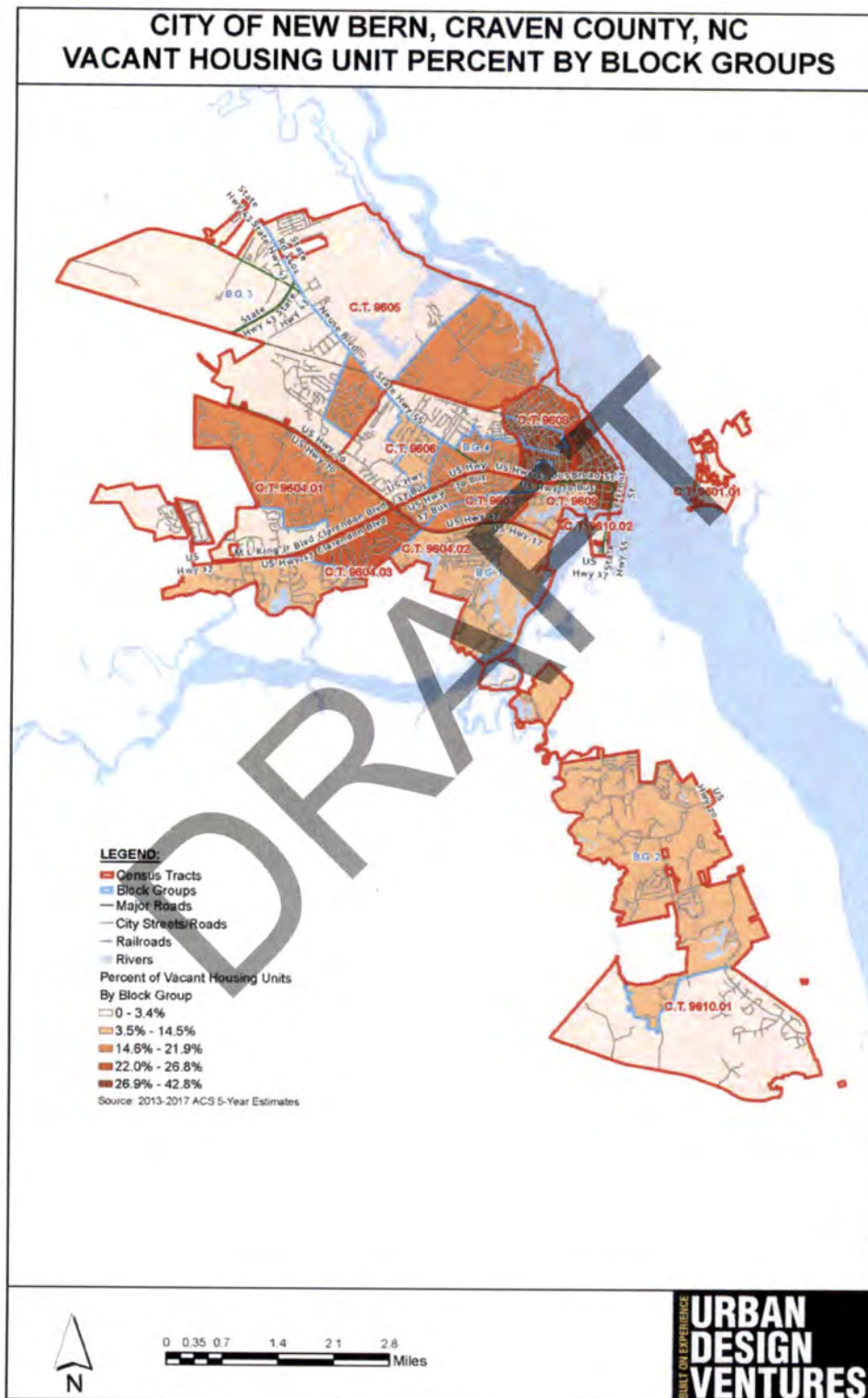
Percent Owner-Occupied Housing Units by Block Group



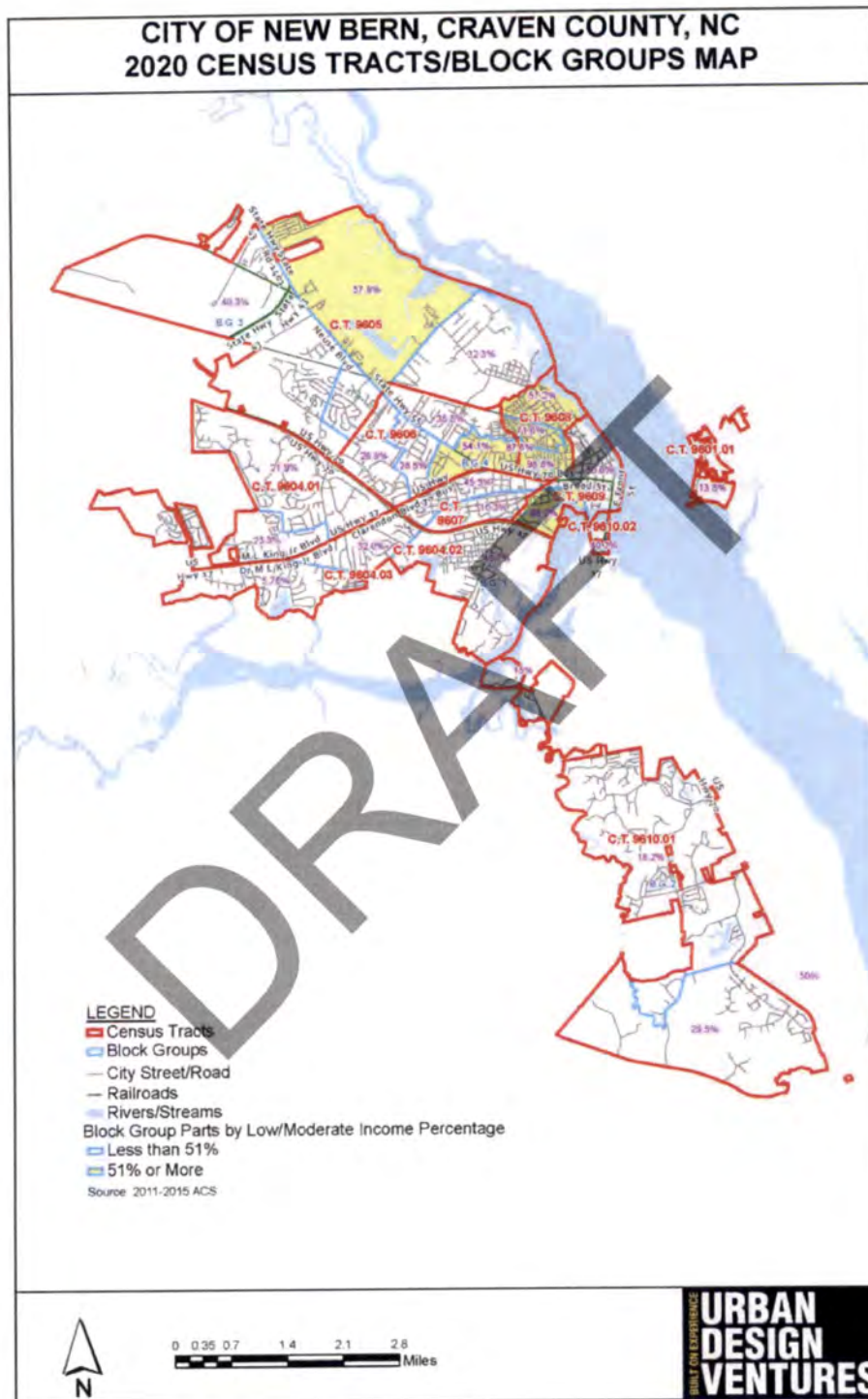
Percent Renter-Occupied Housing Units by Block Group



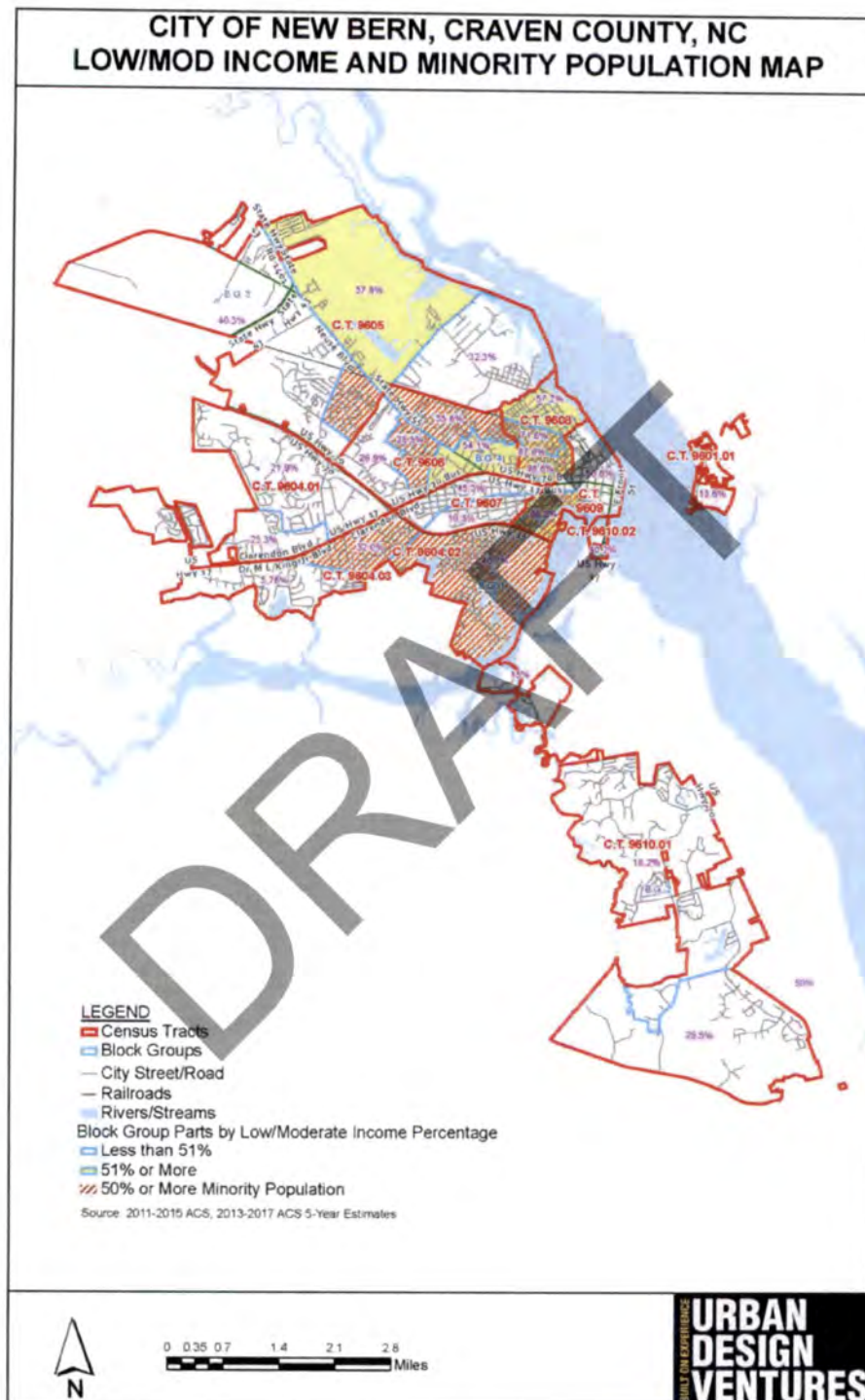
Percent Vacant Housing Units by Block Group



Low/Moderate Income Percentage by Block Group



Low/Moderate Income Percentage w/ Minority Overlay by Block Group



2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This is the City of New Bern's fourth Five Year Consolidated Plan as an entitlement community. The "Vision" of this Five Year Consolidated Plan is to serve as a consolidated planning document, an application, and a strategic plan for the City of New Bern. As part of the Five Year Consolidated Plan, the community must develop goals and objectives. The following strategies with subsequent goals and priorities have been identified for the City of New Bern for the period of FY 2019 through FY 2023 for the use of Community Development Block Grant (CDBG) funds:

HOUSING STRATEGY - HSS

Goal:

Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and families living in the City of New Bern.

Objectives:

- **HSS-1 Homeownership** - Promote and assist in developing homeownership opportunities for low- and moderate-income persons & families.
- **HSS-2 Housing Construction** - Promote and assist in the development of affordable housing, both rental and sales housing.
- **HSS-3 Housing Rehabilitation** - Promote and assist in the preservation of existing owner and renter occupied housing stock in the City.
- **HSS-4 Fair Housing** - Affirmatively further fair housing by promoting fair housing choice throughout the City of New Bern.

HOMELESS STRATEGY - HOM

Goal:

Improve the living conditions and services for homeless persons and families in the City of New Bern and eliminate unfair housing practices that may lead to homelessness.

Objectives:

- **HOM-1 Housing** - Promote and assist in developing housing opportunities for homeless persons and families, and those who are at-risk of becoming homeless.

- **HOM-2 Operations/Support** - Promote and assist in program support services for the homeless.
- **HOM-3 Homeless Prevention** - Promote and assist in anti-eviction and prevention of unfair housing practices which may contribute to homelessness.
- **HOM-4 Rapid Rehousing** - Promote and assist in providing housing options for residents of the City of New Bern displaced by natural disasters or evictions.

SPECIAL NEEDS STRATEGY - SNS

Goal:

Improve, preserve, and expand facilities for persons with special needs and the disabled in the City of New Bern.

Objectives:

- **SNS-1 Housing** - Promote and assist to increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing housing and new construction of accessible housing.
- **SNS-2 Social Services** - Promote and assist in supporting social service programs and facilities for the elderly, persons with disabilities, and persons with other special needs.
- **SNS-3 Accessibility** - Promote and assist in making accessibility improvements to owner occupied housing through rehabilitation and improve renter occupied housing by promoting reasonable accommodations for the physically disabled.

COMMUNITY DEVELOPMENT STRATEGY - CDS

Goal:

Improve, preserve, and create new public and community facilities, infrastructure, and public services to ensure the quality of life for all residents of the City of New Bern.

Objectives:

- **CDS-1 Infrastructure** - Improve the City's infrastructure through reconstruction and new construction of streets, walks, curbs, ADA ramps, retaining walls, sewer, water, storm water management, bridges, bike trails, green infrastructure, etc.
- **CDS-2 Community Facilities** - Improve the City's parks, recreational centers, community centers, and public community facilities through rehabilitation and new construction.

- **CDS-3 Public Services** - Improve and increase public safety programs for the youth, the elderly, disabled, and target income population, including food programs and social/welfare programs throughout the City.
- **CDS-4 Public Transit** - Promote the development of additional bus routes, bus shelters, and improve public transportation for low- and moderate-income persons.
- **CDS-5 Clearance** - Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.
- **CDS-6 Architectural Barriers** - Remove architectural barriers and make public and community facilities accessible to the physically disabled.
- **CDS-7 Public Safety** - Improve public safety through upgrades to facilities, purchase of new equipment, fire fighting and prevention, crime prevention, community policing, and ability to respond to emergency situations.

ECONOMIC DEVELOPMENT STRATEGY - EDS

Goal:

Increase and promote job creation, job retention, self-sufficiency, education, job training, technical assistance, and economic empowerment of low- and moderate-income residents of the City of New Bern.

Objectives:

- **EDS-1 Employment** - Support and encourage new job creation, job retention, employment, and job training services.
- **EDS-2 Financial Assistance** - Support business and commercial growth through expansion and new development with technical assistance and low interest loan programs.
- **EDS-3 Redevelopment Program** - Plan and promote the development and redevelopment of vacant commercial and industrial sites, and facilities, and the revitalization efforts in the Greater Five Points Redevelopment Area and other residential neighborhoods.

ADMINISTRATION, PLANNING, AND MANAGEMENT STRATEGY - APM

Goal:

Provide sound and professional planning, administration, oversight and management of Federal, state, and local funded programs.

Objectives:

- **APM-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning

services for special studies, environmental clearance, fair housing, performance evaluation, monitoring; and compliance with all Federal, state, and local laws and regulations.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Each year, the City of New Bern prepares and submits its CAPER to HUD within ninety (90) days after the start of the new program year. The FY 2020 CAPER is the most recent CAPER to be completed by the City of New Bern. The CAPER was approved by HUD. The City obligated 100% of its CDBG funds for the benefit of low- and moderate-income persons. The City expended \$0.00 for public service activities, which was below the 15% public services cap. The City obligated \$51,723.00, which met the 20% administrative cap. The City's drawdown ratio was 2.76, which is above the 1.5 HUD requirement. The City of New Bern has substantially amended its FY 2020 Annual Action Plan in order for the City to receive its CARES Act funds.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Annual Action Plan has many components to gather citizen participation which includes: citizen participation plan; citizen participation process; Consultation Process; and the development of the annual action plan. Each component of this plan principally serves the needs of the low- and moderate-income population in the City.

The City developed the plan based on citizen input, the information obtained from agencies/organizations, and meetings with other City staff and departments. A "draft plan" and budget are annually prepared and placed on public display for a 30-day review and comment period. This is advertised in a local newspaper of general circulation in the City, with the times, dates, and locations where the plan may be examined. A public hearing on the plan was also advertised and conducted. Citizen, agency, and organization comments were either incorporated into the plan or if not included, the reason why the comments were not accepted are included in the plan.

The City of New Bern held a needs public hearing on March 7, 2022 at 6:00 PM. The public hearing was able to be attended in person or virtually. This hearing provided residents, agencies, and organizations with the opportunity to discuss the City's CDBG Program and to provide suggestions for future priorities and activities. The City of New Bern advertised the public needs hearing in the "Sun Journal" on Friday, February 18, 2022.

The Second Public Hearing Notice was published on Thursday, June 23, 2022 in the "Sun Journal" and the Second Public Hearing was held on Tuesday, July 12, 2022 at 6:00 PM. During the Second

Public Hearing, the residents were given the opportunity to comment on the draft version of the FY 2022 Annual Action Plan.

The "FY 2022 Annual Action Plan" was on display for a 30-day period beginning Friday, June 24, 2022 and ending Monday, July 25, 2022. The availability for review of the "draft plan" was advertised in the local newspapers and the plan was on display at the City of New Bern's website https://www.newbernnc.gov/departments/development_services/index.php.

Schedule:

The following schedule was used in the preparation of the FY 2022 Action Plan:

- **Publish Notice of Needs Hearing** – Friday, February 18, 2022
- **First Public Hearing** – Monday, March 7, 2021 at 6:00 PM in the Development Services Office and virtually
- **Publish Notice of Display of Draft and Public Hearing in the Newspaper** – Thursday, June 23, 2022
- **Annual Action Plan on Display** – Friday, June 24, 2022
- **Second Public Hearing** – Tuesday, July 12, 2022 at 6:00 PM in the City Hall Courtroom
- **End of Annual Action Plan on Display** – Monday, July 25, 2022
- **Board of Aldermen Adopts FY 2022 Annual Action Plan** – Tuesday, July 26, 2022
- **Submission of Annual Action Plan to HUD on or before** – August 15, 2022

A more detailed analysis and description of the citizen participation process is contained in Section PR-15 Citizen Participation.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A public hearing was held to seek input from interested residents and community organizations for the FY 2022 funds on Monday, March 7, 2022 at 6:00 PM at the Development Services Office and virtually. The City of New Bern advertised in the "Sun Journal" on Friday, February 18, 2022. There was a total of eleven (11) persons in attendance including three (3) City staff members.

The FY 2022 Annual Action Plan was placed on public display on Friday, June 24, 2022 and a Second Public Hearing was held in the City Hall Courtroom, 300 Pollock Street, New Bern, NC 28560 on Tuesday, July 12, 2022 at 6:00 PM. A newspaper notice announcing that these documents were placed on public display was published on Thursday, June 23, 2022 in the "Sun Journal," a newspaper of general circulation in the area. Comments that were received at the Second Public Hearing are included in the Citizen Participation Section of the Annual Action Plan,

which also includes the newspaper ads, sign-in sheets, agendas, and summaries of the meeting minutes.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and suggestions that were received have been accepted and incorporated into the planning documents.

7. Summary

The FY 2022 Annual Action Plan for the City of New Bern includes the City's CDBG Program and outlines which activities the City will undertake during the program year beginning July 1, 2022 and ending June 30, 2023. This is the City's fourth year of the FY 2019-2023 Five-Year Consolidated Plan.

During the FY 2022 Program Year, the City of New Bern, North Carolina anticipates the following Federal financial resources:

- **CDBG: \$269,786.00**
- **Total: \$269,786.00**

During the FY 2022 CDBG, the City of New Bern proposes to address the following strategies from its Five-Year Consolidated Plan:

- Housing Strategy;
- Community Development Strategy; and
- Administration, Planning, and Management Strategy

A "draft" of the FY 2022 Annual Action Plan was placed on public display on the City's website at https://www.newbernnc.gov/departments/development_services/index.php. The display period started on Friday, June 24, 2022 through Monday, July 25, 2022 for a 30-day display period. In addition, the City put the draft Plan on its website (https://www.newbernnc.gov/departments/development_services/index.php). The Final Public Hearing was held on Tuesday, July 12, 2022 at 6:00 PM in the Craven Community College, Orringer Auditorium before the Board of Alderman to discuss the proposed activities and solicit resident comments. Upon completion of the 30-day comment period, the City of New Bern submitted the FY 2022 Annual Action Plan to the U.S. Department of Housing and Urban Development Greensboro Office on or before Monday, August 15, 2022.

PR-05 Lead & Responsible Agencies – 91.200(b)**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	New Bern	Development Services Department
CDBG Administrator	New Bern	Development Services Department

Table 1 – Responsible Agencies

Narrative (optional)

The City's Development Services Department is the Lead Agency that maintains and administers the City's CDBG funds and responsibilities. The City prepares the Five-Year Consolidated Plans, Annual Action Plans, Environmental Review Records (ERR's), the Consolidated Annual Performance and Evaluation Reports (CAPER), monitoring, pay requests, contracting, IDIS, and oversight of the programs on a day to day basis. In addition, the City of New Bern has retained the services of a private planning consulting firm to assist the City on an as needed basis.

Consolidated Plan Public Contact Information

Ms. D'Aja Fulmore

Community Development Coordinator

City of New Bern's Development Services Department

Economic and Community Development Office

303 First Street, PO Box 1129, New Bern, NC 28563

Phone: (252) 639-7586

Fax: (252) 636-2146

Email: fulmored@newbernnc.gov

Website: <http://www.newbernnc.gov>

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**1. Introduction**

While preparing the FY 2022 Annual Action Plan, the City of New Bern consulted with the Housing Authority of the City of New Bern, Twin Rivers Opportunities, Inc., social services and housing agencies, and member organizations of Region 13 of the North Carolina Balance of State Continuum of Care.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of New Bern works with the following agencies to enhance coordination:

- **The Housing Authority of the City of New Bern** – Improvements to public housing communities.
- **Twin Rivers Opportunities, Inc.** – Section 8 Housing Choice Vouchers.
- **Social Services Agencies** – funds to improve services to low and moderate income persons.
- **Housing Providers** – funds to rehabilitate and develop affordable housing and provide housing options for low- and moderate-income households.
- **Community and Economic Development Agencies** – funds to improve services to low and moderate income persons.

As part of the CDBG application planning process, local agencies/organizations are invited to submit proposals for CDBG funds for eligible activities. These groups participate in the planning process by attending the public hearings, consultation via phone and/or email, and submission of funding applications.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The leadership of Region 13 is responsible for acting as a member of the Balance of State CoC Steering Committee, the Coordinated Entry lead for the Region, the Point-in-Time and Housing Inventory Count lead for the region, and reviewing projects and processing state ESG grants for the regional geography.

Currently, Religious Community Services conducts its own referrals for services, and receives information from other agencies, shelters, police departments, hospitals, and churches. Once

referred, Religious Community Services places Veterans first in their Emergency Shelters, and follows up by filling beds with other families or individuals. All referrals to Religious Community Services through other entities are required to check with the local police department first. Religious Community Services has recently opened a Veterans transitional shelter in the area to complement its family emergency and transitional housing shelters.

The Point in Time Counts for Sheltered and Unsheltered homeless persons are completed on a designated date twice a year in the months of January and July. The results of the counts are available to the public on the North Carolina Balance of State CoC website.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

ESG – Coastal Women's Shelter and Religious Community Services receives ESG funds from the state. ESG funds for member counties and cities in the North Carolina Balance of State CoC are administered through the North Carolina Department of Health and Human Services Division of Aging and Adult Services. The CoC is consulted by NCDHHS regarding past program performance and involvement of ESG applicants. The CoC provides input on ESG applications and rates, ranks and reviews projects. This includes homeless service providers, Community Action Partnerships (CAPs), local/county/state governments, Housing & Redevelopment Authorities, and domestic violence, aging, mental health, and faith-based organizations.

Develop Performance Standards and Evaluate Outcomes – The North Carolina Balance of State CoC's written standards focus on a Housing First Model and follow the best practices of that model. The written standards utilize several strategies to increase the number of people who exit Emergency Shelter, Transitional Housing, and Rapid Re-housing to Permanent Housing destinations. Evaluations of these standards will be based on the length-of-time homeless measure of an individual or family who resides in emergency shelter, transitional housing, or rapid re-housing. The CoC seeks to make progress on the turnover rate of individuals and families, the targeting of individuals and families based on risk, and the number of positive exits into Permanent Housing.

HMIS – Throughout different times of the year, the CoC and the HMIS Lead work together to assess data quality throughout the CoC. This includes working on the Annual Homeless Assessment Report (AHAR), the Point In Time (PIT) count, project reviews/ranking, and working with individuals programs while completing their Annual Performance Reports (APRs). The system ensures data quality by requiring many of the universal data elements upon enrolling a participant into a program. Additionally, the system has an alert system with exit date reminders. The work flow of data entry has been updated to improve data quality. The HMIS Lead supports users through the staffing of a Help Desk and ongoing training opportunities. Agency users are able to

run self-reports to assess their program's data quality. CoC-funded organizations are motivated to provide good data quality, because the CoC has moved toward a data-driven project review and ranking system. Projects with poor data quality are more likely to show poor outcomes, which can impact their funding.

2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1.	Agency/Group/Organization	City of New Bern
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of New Bern was the lead entity on the Five Year Consolidated Plan. The City reviewed its program and funded activities that met the goals and objectives as outlined in the City's Five Year Consolidated Plan.
2.	Agency/Group/Organization	New Bern Housing Authority
	Agency/Group/Organization Type	Housing PHA

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Authority of the City of New Bern was contacted to determine the housing needs of its very low-income clients. The City reviewed its program and funded activities that met the goals and objectives as outlined in the City's Five Year Consolidated Plan to address these housing needs.
3.	Agency/Group/Organization	Habitat for Humanity of Craven County
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat for Humanity participated in the First Public Hearing to discuss the needs of City residents.
4.	Agency/Group/Organization	TWIN RIVERS OPPORTUNITIES, INC
	Agency/Group/Organization Type	Housing PHA Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Twin Rivers Opportunities, Inc. was contacted to determine the housing needs of its very low-income clients.
5.	Agency/Group/Organization	Religious Community Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Religious Community Services was contacted to determine the needs of the community.
6.	Agency/Group/Organization	City of New Bern Redevelopment Commission
	Agency/Group/Organization Type	Services-Housing Redevelopment Authority
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Members of the City of New Bern Redevelopment Commission attended the First Public Hearing to discuss the needs of City residents.
7.	Agency/Group/Organization	CRAVEN COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Other government - County Regional organization Planning organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Craven County was contacted to determine the needs of the community.
8.	Agency/Group/Organization	North Carolina Department of Health and Human Services
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Publicly Funded Institution/System of Care Other government - State Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	NCDHHS was contacted for health and lead-based paint statistics and information.
9.	Agency/Group/Organization	CenturyLink
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide

	What section of the Plan was addressed by Consultation?	Broadband Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	CenturyLink was contacted to determine the broadband access needs of the community.
10.	Agency/Group/Organization	Spectrum
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	What section of the Plan was addressed by Consultation?	Broadband Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Spectrum was contacted to determine the broadband access needs of the community.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

All agency types were consulted and contacted during the planning process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	North Carolina Balance of State Continuum of Care	The City of New Bern is located in Region 13 of the North Carolina Balance of State Continuum of Care. The goals of the City and the Consortium of Care are complementary.
Annual and Five Year Capital Plans	The Housing Authority of the City of New Bern	The Housing Authority of the City of New Bern is the lead agency providing public housing assistance in the City of New Bern. The goals of the City and the Housing Authority are complementary.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
FY 2019-2023 Five Year Consolidated Plan	City of New Bern, NC	The FY 2022 Annual Action Plan adopts the goals of the FY 2019-2023 Five Year Consolidated Plan. The activities undertaken during this program year will fall under one of the goals outlined in the Five Year Consolidated Plan.
Greater Five Points Transformation Plan	City of New Bern Redevelopment Commission	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
The New Bern Gateway Renaissance Plan	City of New Bern Redevelopment Commission	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Emergency Management Plan	Craven County Emergency Manager	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
State Broadband Plan	North Carolina Department of Information Technology	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of New Bern's Department of Development Services' Economic and Community Development Office is the administrating agency for the CDBG program. Close coordination is maintained with other City departments such as the Public Works, Parks & Recreation, Public Utilities, Administration, Police and Fire Departments, the City of New Bern Housing Authority, Twin Rivers Opportunities, Inc., and the City of New Bern Redevelopment Commission, as well as County departments such as the Eastern Carolina Council, Craven County Economic Development, Craven County Schools, and the North Carolina Balance of State Continuum of Care. Coordination with various non-profit organizations, such as the Coastal Women's Shelter, Religious Community Services of New Bern, Interfaith Refugee Ministries, and NCWorks helped aid the planning process and develop priorities. The City works closely with the Craven County Commissioners and County staff to address projects and activities that extend beyond the City limits. The City and the County agencies have a good working relationship.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

This Annual Action Plan was developed in accordance with the City's Citizen Participation Plan. The City of New Bern advertised for a needs hearing in "The Sun Journal" on Friday, February 18, 2022. On Monday, March 7, 2022 at 6:00 pm, the City of New Bern held both an in person and a virtual public needs hearing.

A "draft" of the FY 2022 Annual Action Plan was placed on public display on the City's website at (https://www.newbernnc.gov/departments/development_services/index.php). The display period started on Friday, June 24, 2022 and ended on Monday, July 25, 2022 for a 30-day display period. A second public hearing was held on Tuesday, July 12, 2022 at 6:00 PM to discuss the proposed activities and solicit resident comments. Upon completion of the public comment period, the City of New Bern submitted the FY 2022 Annual Action Plan to the U.S. Department of Housing and Urban Development Pittsburgh Office on or before Monday, August 15, 2022.

Citizen Participation Outreach

#	Mode of Outreach	Target of Outreach	Summary of Response / Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
1.	Newspaper Ad #1	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	None.	None.	None.	Not Applicable.

#	Mode of Outreach	Target of Outreach	Summary of Response / Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
2.	Public Meeting #1	Minorities Persons with disabilities Non-targeted /broad community Residents of Public and Assisted Housing Agencies / Organizations	The City held a public needs hearing on Monday, March 7, 2022 at 6:00 pm. There was a total of nineteen (19) attendees in addition to the one (1) City staff member. See meeting summary comments and agendas for the Public Hearings in the Exhibit Section.	See the Public Hearing comments in the Exhibit section of the FY 2022 Annual Action Plan.	All comments were accepted.	Not Applicable.
3.	Internet Outreach	Minorities Persons with disabilities Non-targeted /broad community Residents of Public and Assisted Housing Agencies / Organizations	None.	None.	None.	https://www.newbernnc.gov/development/services/index.php

4.	Newspaper Ad #2	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Agencies / Organizations</p>	None.	None.	None.	Not Applicable.
5.	Public Hearing #2	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Social Services and Housing Agencies</p>	The City held its Second Public Hearing on Tuesday, July, 12, 2022 at 6:00 pm to discuss the Draft FY 2022 Annual Action Plan.	See the Second Public Hearing comments in the Appendix section of the FY 2022 Annual Action Plan.	None.	https://www.newbernnc.gov/departments/development/services/index.php

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The following financial resources are identified for the FY 202 Annual Action Plan to address the priority needs and goals/strategies identified in the City of New Bern's FY 2019-2023 Five-Year Consolidated Plan.

The City of New Bern is receiving \$269,786.00 in CDBG funds for the FY 2022 program year. The program year goes from July 1, 2022 through June 30, 2023. These funds will be used to address the following strategies:

- Housing Strategy;
- Community Development Strategy; and
- Administration, Planning, and Management Strategy

The accomplishments of these projects/activities will be reported in the FY 2022 Consolidated Annual Performance and Evaluation Report (CAPER).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public – federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$268,786.00	\$0.00	\$0.00	\$269,786.00	\$265,988.00	Three (3) projects/activities were funded based on the FY 2022 CDBG allocation.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

In addition to the entitlement funds, the City of New Bern anticipates the following Federal resources may be available to local non-profit organizations to undertake the housing strategies identified in the Five Year Consolidated Plan.

- Supportive Housing Program
- Low-Income Housing Tax Credit Program (LIHTC)
- Section 8 Rental Assistance Program
- Public Housing Capital Fund Program
- Rental Assistance Demonstration (RAD)

Private and non-Federal resources that may be available to the City of New Bern in FY 2022 to address needs identified in the FY 2019-2023 Five Year Consolidated Plan are listed below.

- **EDA Workforce Development Grant** – The United States Economic Development Administration fields a competitive application for workforce development funding.
- **Golden LEAF Funding** – This North Carolina grant supports workforce development in rural areas of the state of North Carolina that were once dependent on agriculture and tobacco farming.
- **Tobacco Trust Fund Grant** – The North Carolina Tobacco Trust Fund (NCTTFC) was created to assist current and former tobacco farmers, former quota holders, persons engaged in tobacco-related business, and individuals displaced from tobacco-related employment that were affected by the major tobacco settlement in 1998. These funds are used for projects that support employment for these groups.
- **Federal Home Loan Bank Affordable Housing Program (AHP)** – Congress has mandated that ten (10%) of the Federal Home Loan Bank's profits be allocated to provide affordable housing. The FHLB encourages its members to work with public agencies and non-profit housing development organizations in creating highly leveraged affordable housing initiatives. Both sales and rental housing are eligible.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of New Bern owns 118 vacant lots in the Greater Five Points Area. The City intends to build affordable housing on these lots. The lots are scattered throughout the Area. Some are buildable and meet the zoning requirements, others are not and will be transferred by sale or donation to adjacent property owners.

Discussion

Not Applicable.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	HSS-3 Housing Rehabilitation	2019	2023	Affordable Housing	Greater Five Points Low- and Moderate-Income Areas	Housing	CDBG: \$85,829	Owner Housing Rehabilitated: 3 Household Housing Unit
2.	CDS-4 Public Transit	2019	2023	Non-Housing Community Development	Greater Five Points Low- and Moderate-Income Areas	Community Development	CDBG: \$130,000	Other: 3 Other
3.	APM-1 Overall Coordination	2019	2023	Administration	Greater Five Points Low- and Moderate-Income Areas	Administration, Planning, and Management	CDBG: \$53,957	Other: 1 Other

Table 5 – Goals Summary

Goal Descriptions

1.	Goal Name	HSS-3 Housing Rehabilitation
	Goal Description	Promote and assist in the preservation of existing owner and renter occupied housing stock in the City.
2.	Goal Name	CDS-4 Public Transit
	Goal Description	Promote the development of additional bus routes, bus shelters, and improve public transportation for low- and moderate-income persons.
3.	Goal Name	APM-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, performance evaluation, monitoring; and compliance with all Federal, state, and local laws and regulations.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City of New Bern will utilize its FY 2022 CDBG funds to assist the following households:

- **Median Income** – 0 household
- **Low Income** – 2 households
- **Extremely Low Income** – 1 household

Projects

AP-35 Projects – 91.220(d)

Introduction

The FY 2022 Annual Action Plan outlines the needs, resources, priorities and proposed activities of the City of New Bern to be undertaken with the FY 2022 Community Development Block Grant (CDBG). The City of New Bern has participated in CDBG as an Entitlement recipient since 2014.

The City's Development Services Department is the Lead Agency that maintains and administers New Bern CDBG funds and responsibilities, including completion of the Annual Action Plan. The planning process actively encouraged participation of City housing and community service organizations, including the Housing Authority of the City of New Bern, Twin Rivers Opportunities, Inc., affordable housing providers, service agencies that assist the low- and moderate-income and principally low- and moderate-income clientele, advocates, and others.

The City of New Bern encourages citizens to provide input and participate in planning, implementation and assessment of the CDBG program. The FY 2022 Annual Action Plan was developed through public hearings, the use of existing data from previously approved plans and studies, consultation with local non-profit agencies, and discussions with other City of New Bern departments. For-profit, non-profit, community and faith-based organizations were engaged throughout the year to assess City needs and priorities.

The City of New Bern proposes to undertake the following activities with FY 2022 CDBG funds:

Projects

#	Project Name
1.	Administration
2.	Housing Rehabilitation for Seniors
3.	Bus Shelter Project Completion

Table 6 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City of New Bern has allocated its CDBG funds based on principally benefiting Low/Mod income persons; or an activity in which predominantly low- and moderate-income areas or which has a presumed benefit; or an activity with an income requirement of low- and moderate-income persons. All allocated

funding has been utilized in a timely manner and within budget.

Many of the obstacles to addressing underserved needs are outside of the City's control. The largest obstacle is the lack of local, state, and federal resources available to the City of New Bern to adequately address these needs. This reduction in funds, combined with increasing numbers of individuals in need of housing, social service, homeless, or infrastructure support, unfortunately means that the City of New Bern is at a disadvantage in addressing underserved needs in the community. However, the City of New Bern maintains close cooperation with the County, the Housing Authority, housing providers, economic development agencies, and social service providers, to address any underserved needs in the City.

The proposed activities and projects for FY 2022 are located in areas of the City with the highest percentages of low- and moderate-income persons, and those block groups with a higher than average percentage of minority persons. The following census tracts and block groups have at least 51% of the households with low- and moderate-incomes:

- C.T. 9605, B.G. 2
- C.T. 9606, B.G. 4
- C.T. 9608, B.G. 1
- C.T. 9608, B.G. 2
- C.T. 9608, B.G. 3
- C.T. 9608, B.G. 4
- C.T. 9609, B.G. 2

AP-38 Project Summary

Introduction

The City of New Bern proposes to undertake the following activities with the FY 2022 CDBG funds:

Project Summary Information

1.	Project Name	Administration
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	APM-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$53,957.00
	Description	Overall program administration of the CDBG Programs, including: staff salaries, wages, and benefits; related costs to administer the programs including supplies, materials, mailings, duplications, etc.; monitoring and oversight; advertising and public hearing costs; market studies; planning activities and the preparation of the Annual Action Plan, Environmental Review Record, Consolidated Annual Performance and Evaluation Report, Fair Housing, etc.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	1 Organization
	Location Description	Citywide
	Planned Activities	The Matrix Code is 21A General Program Administration.
2.	Project Name	Housing Rehabilitation for Seniors
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	HSS-3 Housing Rehabilitation
	Needs Addressed	Housing Priority
	Funding	CDBG: \$85,829.00
	Description	CDBG funds will be used to carry out a senior housing rehabilitation program. The housing rehabilitation program will assist up to \$15,000 per house. In addition, the CDBG funds will be used to cover the program delivery costs.

	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately, 3 low- and moderate-income housing units
	Location Description	To be determined.
	Planned Activities	The National Objective is Low/Mod Housing Benefit (LMH). The HUD Matrix Code is 14A Rehabilitation; Single-Unit Residential.
3.	Project Name	Bus Shelter Project Completion
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	CDS-4 Public Transit
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$130,000.00
	Description	Design, construction, and inspection for the installation of six (6) bus shelters in cooperation with the Craven Area Transit System (CARTS), the local public transportation provider. The shelters will be located in specific areas that serve low- and moderate-income persons. The shelters will be set on concrete pads with handicap access to surrounding walks and street crossings. The shelters will have solar panels for lighting, a bench, and display boards for bus routes, schedules, and community resources. (Multi-year Activity.)
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	3 Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit
	Location Description	The locations of the bus shelters are the following: <ul style="list-style-type: none"> • Roundtree Street – 520 Roundtree Street, Craven Terrace, Low-Income Housing Community - C.T. 9608, B.G. 1 • The VOLT Center – 205 First Street, Job Training Center - C.T. 9609, B.G. 2 • New Bern Utilities – 606 Ft. Totten Drive, Public Utilities Office - C.T. 9607, B.G. 1.

Planned Activities	The national objective is Low/Mod-Income Area Benefit (LMA). The Matrix Code is 03Z Other Public Improvements Not Listed in 03A-03S
---------------------------	--

Table 7 – Project Summary

DRAFT

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The following information provides a profile of the population, age, and racial/ethnic composition of the City of New Bern. This information was obtained from the U.S. Census Bureau American Factfinder website, <http://data.census.gov>. The 2020 Decennial Census and the 2016-2020 American Community Survey 5-Year Estimates were used to analyze the social, economic, housing, and general demographic characteristics of the City of New Bern. The Decennial Census and 5-year estimates are the most recent data available for the City. The 2010 DC data and 2005-2010 ACS data is included when necessary.

Population

Key points are:

- Between 2010 and 2020, the population increased by approximately 5.9%
- The City's population was 29,524 in the 2010 DCS
- The City's population was 31,291 in 2020 according to the 2020 DCS (a 1.1% increase)

Age

Key points are:

- Median age in New Bern is 40.7 years of age
- Youth under age 18 account for 21.3% of the total population

Race/Ethnicity

Composition from the 2020 Decennial Census:

- 56.7% of population is White
- 26.9% of population is Black or African American
- 6.5% of population is Asian
- 5.8% of population is Two or More Races
- 6.7% is Hispanic or Latino

Income Profile

The current Median Income for a family of four (4) in Craven County, North Carolina Metropolitan Statistical Area (MSA) is \$75,000 according to HUD's FY 2022 Income Limits. The following is a summary of income statistics for the City of New Bern:

- At the time of the 2015-2019 American Community Survey, the median household income in the City of New Bern was \$43,204 which was lower than the State of North Carolina (\$54,602).
- 39.1% of households have earnings received from Social Security income.

- 26.9% of households have earnings, received from retirement income.
- 8.1% of households have earnings received from public assistance.
- 43.9% of female-headed households with children were living in poverty.
- 35.0% of all youth under 18 years of age were living in poverty.

Low/Mod Income Profile

The low- and moderate-income profile for City of New Bern is a measurement of the area's needs. The City of New Bern has an overall low- and moderate-income percentage of 40.67%.

Economic Profile

The following illustrates the economic profile for the City of New Bern as of the 2015-2019 American Community Survey:

- 32.6% of the employed civilian population had occupations classified as management, business, science and arts.
- 20.3% of the employed civilian population had occupations classified as sales and office.
- 24.6% were in the service sector.
- Natural resources, construction, maintenance, production, transportation and material moving occupations represented 22.4% of those employed.
- 18.0% of workers were considered in the government class of employment.

According to the U.S. Labor Department, the preliminary unemployment rate for the City of New Bern in March of 2022 was 3.0%. New Bern's unemployment rate was higher than the March of 2022 rates of the State of North Carolina (3.5%) and the national percentage of 3.6%.

Geographic Distribution

Target Area	Percentage of Funds
Low- and Moderate-Income Areas	100%
Greater Five Points	0%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The proposed activities and projects for FY 2022 are located in areas of the City with the highest percentages of low- and moderate-income persons, and those block groups with a higher than average percentage of minority persons. The following census tracts and block groups have at least 51% of the households with low- and moderate-incomes:

- C.T. 9605, B.G. 2
- C.T. 9606, B.G. 4

- C.T. 9608, B.G. 1
- C.T. 9608, B.G. 2
- C.T. 9608, B.G. 3
- C.T. 9608, B.G. 4
- C.T. 9609, B.G. 2

The total amount of FY 2022 CDBG funds available is \$268,786 of which 20.0% (\$53,957) is for administration and 80.0% (\$214,829) is allocated for project activities. Of the \$268,786 allocated for project activities, all of it is allocated to projects that will benefit low- and moderate-income persons giving the City a 100% low- and moderate-income benefit percentage for FY 2022.

Discussion

The geographic locations and the public benefit for the FY 2022 CDBG Activities are as follows:

- **Administration** – 303 First Street, New Bern, NC 28560
- **Housing Rehabilitation for Seniors** – Citywide; To be determined.; Low/Mod Income Housing Benefit (LMH)
- **Bus Shelter Project Completion** – Roundtree Street – 520 Roundtree Street, Craven Terrace, Low-Income Housing Community - C.T. 9608, B.G. 1; The VOLT Center – 205 First Street, Job Training Center - C.T. 9609, B.G. 2; and New Bern Utilities – 606 Ft. Totten Drive, Public Utilities Office - C.T. 9607, B.G. 1.; Low- and Moderate-Income Areas (LMA)

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of New Bern is utilizing its CDBG funds to support the following housing activities during this program year:

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	3
Special-Needs	0
Total:	3

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	3
Acquisition of Existing Units	0
Total:	3

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of New Bern will fund the following projects with FY 2022 CDBG funds:

- **CD-22-02 Housing Rehabilitation for Seniors** – CDBG funds will be used to carry out a senior housing rehabilitation program. The housing rehabilitation program will assist up to \$15,000 per house. In addition, the CDBG funds will be used to cover the program delivery costs. (3 Housing Units.)

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the City of New Bern's mission is:

- Providing affordable housing opportunities in a safe environment
- Revitalizing and maintaining neighborhoods
- Providing opportunities for low and moderate-income homeownership
- Forming effective partnerships to maximize housing, social, and economic opportunities
- Continuing its partnership with the City of New Bern for the revitalization of communities
- Pursuing funding for the development of affordable housing for the residents of New Bern

The Housing Authority of the City of New Bern is not rated as a "troubled" agency by HUD.

The Housing Authority of the City of New Bern owns and professionally manages family communities and elderly/disabled rental apartments. NBHA had one (1) public housing development: Trent Court. NBHA had also previously owned a second property: Craven Terrace. This property was sold. Before Hurricane Florence hit the City, NBHA had a total of 218 public housing units, with 11 accessible units. After Hurricane Florence caused flooding in many of the units in Trent Court, the Housing Authority was left with 110 units, of which 4 are accessible. NBHA also owns and manages Section 8 Housing for elderly residents in New Bern Towers. There are 106 units in New Bern Towers. The waiting list remains open.

Twin Rivers Opportunities, Inc. assists families who wish to live in privately owned housing and receive rental subsidy through the Housing Choice Voucher Program instead of NBHA. Twin Rivers Opportunities, Inc. administers 998 as of June 21, 2022, 36 of which are for residents that were displaced from Trent Court. There are currently 315 households on the waiting list for Housing Choice Vouchers and the waiting list is open.

Actions planned during the next year to address the needs to public housing

During this program year the Housing Authority will continue to maintain its 110 units. The Housing Authority is continuing to look for more buildable sites for affordable housing and to continue to promote its self-sufficiency programming for its residents.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

According to the Annual Plan for 2022, NBHA's progress in meeting their mission and goals states that NBHA set the goal of cooperating with the City of New Bern and other neighborhood partners to promote neighborhood revitalization and economic development in designated areas of the City, as evidenced by the resident input in the development of the Gateway Renaissance Plan and Greater Five Points Transformation Plan. New Bern Towers has an active resident council that expresses needs for both the

New Bern Towers community and the public housing under the Housing Authority of the City of New Bern as a whole. Trent Court formerly had an active resident council, but Hurricane Florence caused the council to disband, and the residents of Trent Court have struggled to restore it.

The Housing Authority of the City of New Bern does not support any homeownership initiatives. NBHA previously held homeownership classes in Trent Court and Craven Terrace, and these classes had active participation. However, these classes have ceased since Craven Terrace was sold.

Twin Rivers Opportunities, Inc. runs the Family Self-Sufficiency (FSS) Program. The program gives Section 8 voucher holders the opportunity to set and reach goals that they set for themselves and their families, as well as save a significant amount of money. Section 8 voucher holders may also use their vouchers to realize the American dream of becoming a homeowner. Both of these opportunities are available to Section 8 holders who choose to become participants in Section 8's Family Self-Sufficiency Program. There are two parts to the program. The first part of the program is the Self-Sufficiency program where participants have the opportunity to work towards and meet goals that they set for their families as well as save money that will become theirs when they have completed their goals. The second part of the program is the Homeownership Program. In this part of the program, a Section 8 participant can choose to use his or her Section 8 voucher to assist with the purchase and payment of a home.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Housing Authority of the City of New Bern is not designated as a troubled housing authority.

Discussion

The Housing Authority of the City of New Bern is continuing to meet its goals by securing funding through RAD and CNI for the revitalization of the Greater Five Points area. The Housing Authority will also continue to apply for funding for additional affordable housing.

Trent Court, one the Housing Authority's public housing communities, was severely affected by Hurricane Florence. The residents displaced by the Hurricane have been given Section 8 Housing Choice Vouchers. Twin Rivers Opportunities, Inc., will ensure the placement of these residents.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The North Carolina Coalition to End Homelessness is collaborative applicant for the North Carolina Balance of State Continuum of Care. The 79 counties covered by the Continuum of Care are divided into 13 regions. The City of New Bern falls under the purview of Region 13 of the CoC, which is known as the Housing Alliance of Coastal Carolina (HACC) and includes Carteret, Craven, Jones, Onslow, and Pamlico Counties.

The leadership of Region 13 is responsible for acting as a member of the Balance of State CoC Steering Committee, the Coordinated Entry lead for the Region, the Point-in-Time and Housing Inventory Count lead for the region, and reviewing projects and processing state ESG grants for the regional geography.

The City of New Bern works closely with the homeless service providers within the City to identify and resolve issues of homelessness within the community. The Department of Development Services partners with statewide entities, as well as the local service providers including Religious Community Services, Coastal Women's Shelter, and Reviving Lives Ministries.

The following shelters were open in the City of New Bern during FY 2022.

- Religious Community Services - Emergency Crisis Shelter
- Religious Community Services - Families in Transition
- Religious Community Services - Veterans Transition Shelter
- Women's Coastal Shelter - Domestic Violence Shelter
- Reviving Lives Ministries - Addiction Recover Shelter

The FY 2022 CoC awards have not yet been announced.

Addressing the emergency shelter and transitional housing needs of homeless persons

Religious Community Services provides much of the shelter space for individuals and families in the County while also partnering with Craven Community College for job training and Craven-Pamlico Re-Entry to assist ex-offenders with housing, transportation, and vocational skills. NCWorks provides job training and assists in housing homeless veterans. Coastal Women's Shelter partners with local landlords to provide stable housing and keep children of families experiencing domestic violence in the same schools to assist these children in maintaining stability. Crossroads is the major mental health provider in the area, but the need for mental health care far surpasses the amount of assistance that Crossroads can provide. Religious Community Services has the following emergency shelter beds for homeless populations:

- **Homeless Families** – 4 beds
- **Homeless Women** – 6 beds
- **Homeless Veterans** – 5 beds

The Coastal Women's Shelter prioritizes providing safe, affordable housing for victims of domestic violence. The shelter has 19 total beds, 3 of which are infant cribs. The Coastal Women's Shelter will work with trusted landlords to place people in housing, but there is a shortage of trusted landlords.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The North Carolina Balance of State CoC's written standards focus on a Housing First model and follow the best practices of that model. The written standards utilize several strategies to increase the number of people who exist Emergency Shelter, Transitional Housing, and Rapid Re-housing to Permanent Housing destinations. Evaluations of these standards will be based on the length-of-time homeless of an individual or family in Emergency Shelter, Transitional Housing, or Rapid Re-Housing. The CoC will seek to make progress on the turnover rate of individuals and families, the targeting of individuals and families based on risk, and the number of positive exits into Permanent Housing.

The CoC Steering Committee has approved written standards that conform to best practices for Street Outreach, Emergency Shelter, Transitional Housing, Prevention and Rapid Rehousing, Permanent Supportive Housing, and Coordinated Entry Programs on September 6, 2016. There are additional policies for follow-ups to those that have exited Rapid Re-Housing, Anti-Discrimination, and Emergency Transfers based on the Violence Against Women Act (VAWA). The Balance of State CoC provides additional guidance to rural Continuums of Care.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Discharge policies at local hospitals are designed to prevent those leaving the hospitals from being referred to Religious Community Services. Religious Community Services supports homeless in the community through operating emergency shelters and food and clothing services for those in need. By providing other supportive services, Religious Community Services intends to assist people who may be extremely low income and help feed and clothe them so that other family income may go to rent.

Local services such as Craven-Pamlico Re-Entry Council, Children's Developmental Services Agency, and Carolina East Health work with various populations that are at-risk of becoming homeless. Wraparound services are necessary to prevent homelessness and encourage self-sufficiency. Discharge policies are also put in place to direct low-income individuals who are at risk of homelessness to services that may assist them. There is a need for additional caseworkers to expand these services.

Discussion

Not Applicable.

DRAFT

AP-75 Barriers to affordable housing – 91.220(j)**Introduction:**

Eastern North Carolina lags behind the urban centers of the state economically. As a result, low- and moderate-income people have less income, and housing affordability is a greater issue in the area for all residents. Residents in protected classes can face even more housing affordability challenges, particularly when they cannot prove discrimination.

The most common fair housing complaint in the City of New Bern, as is the case nationally, is on the basis of disability. In Eastern North Carolina, there have been multiple instances of residents that faced evictions because landlords were unwilling to provide reasonable accommodations.

Transportation is a common barrier to affordable housing in the area. The local public transit system is unreliable. To access services and employment, residents must live near service providers and employers.

One of the major barriers to affordable housing in the City of New Bern is that cases go largely unreported. Though there are likely more instances of discrimination in the area, very few complaints are filed and little data is available on the types of complaints.

Hurricane Florence has also affected access to fair housing in the region. Many affordable housing units were destroyed in the Hurricane. This has resulted in the relocation of low- and moderate-income people. Following these relocations, people often find themselves farther away from the services.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of New Bern intends to address housing affordability issues with the construction of new affordable housing. New construction will increase the supply for housing for low- and moderate-income persons. Additional units will also be targeted to housing those displaced by Hurricane Florence.

The Housing Authority of the City of New Bern provides reasonable accommodations for its residents upon request. There is a need for additional accessibility improvements, which the City will undertake over the course of the Five Year Consolidated Plan.

The City of New Bern is going to continue to partner with CARTS, the local transit agency, to improve services and transit-related infrastructure. CARTS has adopted a strategic transit plan to increase ridership, which the City will support with supplemental infrastructure projects.

To address the issue of unreported complaints, the City will conduct education and outreach on fair housing so that residents can know their rights and be aware of the instances when those rights are violated.

Discussion:

The City of New Bern proposes to undertake the following activities during the FY 2022 Program Year to affirmatively further fair housing:

- **CD-22-02 Housing Rehabilitation for Seniors** - CDBG funds will be used to carry out a senior housing rehabilitation program. The housing rehabilitation program will assist up to \$15,000 per house. In addition, the CDBG funds will be used to cover the program delivery costs.
- The City of New Bern will continue to work with the New Bern Housing Authority and Twin River Opportunities, Inc. to address issues of accessible housing.
- The City continues to work with Twin Rivers Opportunities, Inc. to mitigate the concentration of minority households and Section 8 Voucher holders.
- The City of New Bern continues to collaborate with Twin Rivers Opportunities, Inc. to implement strategies to provide consistent communication about the Section 8 Housing Choice Voucher program.
- The City of New Bern will partner with local agencies and groups to raise Fair Housing awareness and conduct fair housing trainings. Past groups that have conducted trainings include Legal Aid of North Carolina and the North Carolina Housing Coalition.

DRAFT

AP-85 Other Actions – 91.220(k)

Introduction:

The City of New Bern has developed the following actions which address the obstacles to meeting underserved needs, fosters affordable housing, reduces lead-based paint hazards, reduces the number of families living in poverty, develops institutional structures, and enhances coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

Despite efforts made by the City of New Bern and social service providers, a number of significant obstacles remain to meeting underserved needs. With funding resources being scarce, funding becomes the greatest obstacle for the City of New Bern to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, and agencies. Through its planning efforts, the City will use its limited resources to address the City of New Bern's greatest needs and improve the quality of life for its residents. The following obstacles need to be overcome in order to meet underserved needs:

- Lack of decent, safe, sound, and affordable owner and renter housing.
- High cost of construction and rehabilitation work, exacerbated by Hurricane Florence.
- Aging in place population who need accessibility improvements.
- Need major rehabilitation of the City's aging housing stock.
- The increasing number of vacant and abandoned properties, exacerbated by Hurricane Florence.
- Low wages in the service and retail sector job market.
- Displaced residents from Hurricane Florence.
- Continued social pressures due to the recovery from Hurricane Florence.

Actions planned to foster and maintain affordable housing

To foster and maintain affordable housing, the City proposes the following Five-Year Goals and Strategies:

- **HSS-1 Homeownership** - Promote and assist in developing homeownership opportunities for low- and moderate-income persons & families.
- **HSS-2 Housing Construction** - Promote and assist in the development of affordable housing, both rental and sales housing.
- **HSS-3 Housing Rehabilitation** - Promote and assist in the preservation of existing owner and renter occupied housing stock in the City.
- **HSS-4 Fair Housing** - Affirmatively further fair housing by promoting fair housing choice throughout the City of New Bern.

The City will partner with the Housing Authority of the City of New Bern, Twin Rivers Opportunities, Inc. and other fair housing agencies to promote fair housing in the city, through fair housing trainings, education, and promotions.

The City of New Bern will continue to work with the City's Human Rights Commission during this program year to again provide education and outreach.

Actions planned to reduce lead-based paint hazards

According to the 2016-2020 American Community Survey, 34.7% of the housing units in the City of New Bern were built before 1980 and are therefore at risk for containing lead-based paint. According to the North Carolina Department of Health and Human Services' 2019 Lead Surveillance Report, 2,335 children (ages birth-6 years) were tested in Craven County for elevated blood lead levels. Of those tested, seven (7) had a blood lead level of 5-9 µg/dL or greater. With 0.2% of children tested having blood lead levels greater than 5 µg/dL, Craven County compares favorably to the rest of North Carolina, which averages 0.3% of children tested having blood lead levels greater than 5 µg/dL.

The revised Federal Lead-Based Paint Regulations published on September 15, 1999 (24 CFR Part 35) have had a significant impact on many activities – rehabilitation, tenant based rental assistance, and property acquisition – supported by the CDBG program. The City of New Bern will comply with Title 24, Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule).

The City of New Bern reviewed the Blood Lead Level Screening Plan provided through the North Carolina Department of Health and Human Services – North Carolina Childhood Lead Poisoning Prevention Program (CLPPP). Additionally, the City reviewed the Blood Lead Level testing data provided through the Center for Disease Control and Prevention – Childhood Lead Poisoning Prevention Program.

If the City of New Bern will ensure that the following will be done in conjunction with its Housing Rehabilitation activities:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.

- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities, when applicable.

In addition, in conjunction with its Housing Rehabilitation activities, the City will to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint safety requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.

Actions planned to reduce the number of poverty-level families

According to the 2016-2020 American Community Survey, 18.5% of all people in the City of New Bern have incomes below the poverty level. Additionally, 43.9% of female headed households with children with no husband present live in poverty. Individuals living on the threshold of poverty were faced with a collection of obstacles that prevent them from escaping their situation. Some may need adequate affordable housing, job skills training, day care for children, treatment for medical or substance abuse issues or they may be children and adults with educational needs.

The City allocates its Community Development Block Grant program to improve the living environments of low to moderate-income persons, specifically improving the lives of low- to moderate-income youth in order to break the cycle of poverty.

During this program year, the City of New Bern will fund the following activities to address the needs of individuals and households who live in poverty:

- **CD-22-02 Housing Rehabilitation for Seniors** - CDBG funds will be used to carry out a senior housing rehabilitation program. The housing rehabilitation program will assist up to \$15,000 per house. In addition, the CDBG funds will be used to cover the program delivery costs.

Actions planned to develop institutional structure

The City of New Bern works with the following agencies to enhance coordination:

- **City of New Bern - Development Services** - oversees the CDBG program.
- **Housing Authority of the City of New Bern** - oversees the improvements to public housing communities.

- **Twin Rivers Opportunities, Inc.** - oversees the Section 8 Housing Choice Voucher Program and the development of scattered site affordable housing.
- **Social Services Agencies** - the City provides funds to address the needs of low- and moderate-income persons.
- **Housing Providers** - the City provides funds to rehabilitate and develop affordable housing for low- and moderate-income families and individuals.
- **North Carolina Balance of State CoC** - oversees the Continuum of Care Network for 79 counties including Craven County. For planning purposes, the CoC is divided into thirteen (13) regions. Craven County is located in Region 13.

As part of the CDBG application planning process, local agencies, and organization are invited to submit proposals for CDBG funds for eligible activities.

The Development Services Department continues to look for gaps in the institutional structure. Maintaining and enhancing communication amongst all community and economic development stakeholders, is essential in addressing the needs identified in the City of New Bern's Five-Year Consolidated Plan.

Actions planned to enhance coordination between public and private housing and social service agencies

Public Institutions: The City will act as a clearinghouse and facilitator for many of the activities described in the annual action plan. As the local unit of government, the City is empowered to apply for and administer certain types of grants. Support from the City, expressed as a certification of consistency or some other instrument, may be all that is required for some activities. Other activities will involve the more direct participation of the City for funding, acquisition of land or buildings, or in convening meetings of various agencies to iron out differences or strategies on how to seize opportunities. The City will continue to administer the CDBG program.

The Housing Authority of the City of New Bern administers public housing. Twin Rivers Opportunities, Inc. administers Section 8 Rental Assistance Programs in the City. This Authority is responsible for the management and maintenance of public housing units. The Housing Authority will continue in its efforts to modernize these public housing units in order to provide decent, affordable housing in the City.

Non-Profit Organizations: Non-profit housing agencies play a role in the implementation of this plan. Through the construction of new housing, and the rehabilitation of existing units, these agencies access financing sources such as the Low Income Housing Tax Credit, Greenleaf Funding, and charitable contributions that increase the supply of affordable housing. While some groups focus on the rehabilitation of single units for resale to first time homebuyers, others have attempted to create assisted rental developments. In the future, the union of such groups with social service agencies that serve specific special needs populations will address the Five Year Consolidated Plan strategy for creation of supportive housing and affordable housing opportunities.

Non-profit educational institutions provide an important partnership for the City. Craven Community College is currently partnering with the City of New Bern on the construction of the VOLT Center. Craven Community College will provide job and vocational training at the center, which is located in the Greater Five Points Redevelopment Area.

Social service agencies are a link between the provision of housing and the population it is intended to serve. The agencies work directly with providers of services to persons with special needs including: mental health, mental retardation, elderly, drug and alcohol addiction and families that are at-risk of becoming homeless. Although these agencies cannot provide housing, they can direct housing efforts where needed and are integral in the planning of housing and services for target populations. Emergency shelters, including the Religious Community Services and Coastal Women's Shelter, will continue to provide shelter for the homeless.

Private Industry: Several lending institutions cooperate with the City to provide funding for downtown improvements. Those lending institutions play an important role by providing financing that would not otherwise be available. Additionally, the private businesses located in the area contributed to the Hurricane cleanup in Downtown New Bern.

Discussion:

Monitoring:

The Monitoring Plan represents the City of New Bern's strategy for overseeing the activities of entities that carry out CDBG assisted activities. The Monitoring Plan identifies the following:

- The organizations to be monitored
- The issues to be explored and the methodology to be utilized in conducting the monitoring
- Identification of the specific Development Services staff members that will assume responsibility for monitoring
- The follow-up measures to be followed in communicating the results of the monitoring to affected organizations and the methods that will be utilized to obtain feedback from affected organizations

The CDBG monitoring will be carried out at two (2) separate levels. First, the City will conduct an internal monitoring to review the homeowner rehab program and to ensure that the CDBG Program is being administered in accordance with CDBG and other federal regulatory and statutory requirements. Second, the City will conduct an external monitoring to review the activities of its sub-recipients.

The purpose of the City's monitoring efforts is:

- to identify and correct issues that prevent the City from achieving full compliance with the regulatory requirements of the CDBG Program and other Federal requirements before deficiencies lead to HUD monitoring findings, and

- to learn more about the strengths and weaknesses of the various organizations that plays a role in the City's CDBG program and to use this knowledge as the basis for structuring future CDBG activities.

DRAFT

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The City of New Bern receives an annual allocation of CDBG funds. Since the City receives this federal allocation, the questions below have been completed, as they are applicable.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0.00
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0.00
3. The amount of surplus funds from urban renewal settlements	\$0.00
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0.00
5. The amount of income from float-funded activities	\$0.00
Total Program Income	\$0.00

Other CDBG Requirements

1. The amount of urgent need activities	\$0.00
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

CDBG Percentages:

- **Administrative Percentage:** 20.0%
- **Public Service Percentage:** 0.0%
- **Low and Moderate-Income Percentage:** 100.0%
- **No Slum and Blight Activities.**



SF 424 FORMS

Application for Federal Assistance SF-424			
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text" value="B-22-MC-37-0025"/>	
State Use Only:			
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:			
* a. Legal Name: <input type="text" value="City of New Bern"/>			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="56-600025"/>		* c. UEI: <input type="text" value="CKYTDKAT93Z3"/>	
d. Address:			
* Street1: <input type="text" value="303 First Street"/>			
Street2: <input type="text"/>			
* City: <input type="text" value="New Bern"/>			
County/Parish: <input type="text" value="Craven County"/>			
* State: <input type="text" value="NC: North Carolina"/>			
Province: <input type="text"/>			
* Country: <input type="text" value="USA: UNITED STATES"/>			
* Zip / Postal Code: <input type="text" value="28560-5505"/>			
e. Organizational Unit:			
Department Name: <input type="text" value="Dept. of Development Services"/>		Division Name: <input type="text" value="Community & Economic Dev."/>	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: <input type="text" value="Ms."/>		* First Name: <input type="text" value="D'Aja"/>	
Middle Name: <input type="text"/>			
* Last Name: <input type="text" value="Fulmore"/>			
Suffix: <input type="text"/>			
Title: <input type="text" value="Community Development Coordinator"/>			
Organizational Affiliation: <input type="text"/>			
* Telephone Number: <input type="text" value="(252) 639-7586"/>		Fax Number: <input type="text" value="(252) 636-2145"/>	
* Email: <input type="text" value="fulmored@newbernnc.gov"/>			

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant (CDBG)/Entitlement Grant

* 12. Funding Opportunity Number:

Not Applicable.

* Title:

Not Applicable.

13. Competition Identification Number:

Not Applicable.

Title:

Not Applicable.

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

The FY 2022 Annual Action Plan for the Community Development Block Grant (CDBG) Funding.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="269,786.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="269,786.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	TITLE <div style="border: 1px solid black; padding: 2px;">City Manager</div>
APPLICANT ORGANIZATION <div style="border: 1px solid black; padding: 2px;">City of New Bern</div>	DATE SUBMITTED <div style="border: 1px solid black; padding: 2px;">08/09/2022</div>



CERTIFICATIONS

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

August 9, 2022

Signature of Authorized Official

Date

City Manager

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) FY 2020, FY 2021, and FY 2022 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

August 9, 2022

Signature of Authorized Official

Date

City Manager

Title

DRAFT

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature of Authorized Official

August 9, 2022
Date

City Manager
Title

DRAFT

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

DRAFT



RESOLUTION

RESOLUTION

BE IT RESOLVED BY THE BOARD OF ALDERMAN OF THE CITY OF NEW BERN:

WHEREAS, under Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of the U.S. Department of Housing and Urban Development is authorized to extend financial assistance to communities in the prevention or elimination of slums or urban blight, or activities which will benefit low- and moderate-income persons, or other urgent community development needs; and

WHEREAS, the U.S. Department of Housing and Urban Development has advised the City of New Bern that under Fiscal Year 2022, the City is eligible to apply for an entitlement grant under the Community Development Block Grant (CDBG) Program in the amount of \$269,786; and

WHEREAS, the City of New Bern's Department of Development Services has prepared an Annual Action Plan for Fiscal Year 2022, which proposes how the entitlement grant funds will be expended to address the housing and community development needs identified in the City's Five Year Consolidated Plan; and

WHEREAS, a draft of the FY 2022 Annual Action Plan were on public display from June 24, 2022 through July 25, 2022 and the City held a series of public meetings and hearings on the said Plan and the comments of various agencies, groups, and citizens were taken into consideration in the preparation of the final document

NOW THEREFORE, BE IT RESOLVED:

SECTION 1. That the Annual Action Plan for the Fiscal Year 2022 CDBG Program is hereby in all respects APPROVED and the City Recorder/Treasurer is hereby directed to file a copy of said Annual Action Plan for Fiscal Year 2022 with the Official Minutes of this Meeting of this Board

SECTION 2. That the City is COGNIZANT of the conditions that are imposed in the undertaking and carrying out of the Community Development Block Grant Program with Federal financial assistance, including those relating to (a) the relocation of site occupants, (b) the prohibition of discrimination because of race, color, age, religion, sex, disability, familial status, or national origin, and other assurances as set forth under the certifications.

SECTION 3. That the Mayor, on behalf of the City of New Bern, North Carolina, is AUTHORIZED to file an Application for financial assistance with the U.S. Department of

Housing and Urban Development which has indicated its willingness to make available funds to carry out the CDBG Program in the amount of \$269,786; and its further AUTHORIZED to act as the authorized representative of the City of New Bern to sign any and all documents in regard to these programs.

SECTION 4. That the Mayor, on behalf the City of New Bern, North Carolina, is AUTHORIZED to provide assurances and/or certifications as required by the Housing and Community Development Act of 1974, as amended; and any other supplemental or revised data which the U.S. Department of Housing and Urban Development may request in review of the City's Application.

ADOPTED this 9th day of August 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK



FIRST PUBLIC HEARING



StarNews | The Dispatch | Times-News
Sun Journal | The Daily News | The Star
The Free Press | Gaston Gazette

Order Confirmation

Not an Invoice

Account Number:	512186
Customer Name:	City Of New Bern
Customer Address:	City Of New Bern P O BOX 1129 Accounts Payable New Bern NC 28563
Contact Name:	City Of New Bern
Contact Phone:	2526392711
Contact Email:	
PO Number:	

Date:	02/15/2022
Order Number:	6928080
Prepayment Amount:	\$ 0.00

Column Count:	2.0000
Line Count:	72.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
NBN Sun Journal	1	02/18/2022 - 02/18/2022	Govt Public Notices
NBN encclassifieds.com	1	02/18/2022 - 02/18/2022	Govt Public Notices

Total Order Confirmation

\$334.10

**PUBLIC HEARING NOTICE
CITY OF NEW BERN, NC
FY 2022 CDBG PROGRAM**

Notice is hereby given that the City of New Bern, Craven County, NC will hold a public hearing on **Monday, March 7, 2022 at 6:00 PM**, prevailing time, in the Offices of the Development Services Department, Conference Room, 303 First Street, New Bern, North Carolina 28563. Masks are required and social distancing will be conducted. The Public Hearing can also be attended virtual through Microsoft Teams or through a call-in number. The Microsoft Teams link is the following: <https://tinyurl.com/vup6pfs9> The conference call-in number is 1 - 302 - 202-1110 and the conference code is 352428. The New Bern Development Services Offices are accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, please call Ms. D'Aja Fulmore at (252) 639-7586, or by email address FulmoreD@newbernnc.gov or 711 for the hearing impaired, to make those arrangements.

The purpose of this public hearing is to discuss the City's Community Development Block Grant (CDBG) Program needs. In particular, the housing, community development, public services and economic development needs of the City of New Bern. This information will be utilized by the City in its preparation of the FY 2022 Annual Action Plan including the use of FY 2022 CDBG funds. Based on its 2021 allocation, the City of New Bern anticipates that it will receive an allocation of approximately \$268,768 in CDBG Entitlement funds. This amount is preliminary and is subject to changed based on the approval of the Federal Budget for FY 2022. In order to receive those funds, the City of New Bern must prepare a One Year Annual Action Plan for the use of Federal funds. At least 70% of the CDBG funds must benefit low- and moderate-income persons living in the City of New Bern. The City will be preparing its CDBG application and it intends to afford residents, local agencies, and interested parties the opportunity to become involved in the planning process.

The following types of activities may be eligible for funding under the CDBG program: acquisition of property; disposition costs; improvements to public facilities, including the removal of architectural barriers; demolition and environmental clean-up; public services that are a new or a quantifiable increase in the level of service; interim assistance; relocation payments for persons displaced as a result of a CDBG activity; rehabilitation of houses; code enforcement; special economic development activities; special activities undertaken by a community based development organization; home ownership assistance for purchase; planning; environmental; program administration; audit; and other miscellaneous activities.

If the City would undertake an activity that would result in the displacement of families or individuals, then the City would utilize its policy for minimizing such displacement. Furthermore, the City is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG funds.

All interested residents are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the needs of the City of New Bern and the use of CDBG funds to address those needs over the next fiscal year. Written comments may be addressed to Ms. Amanda Ohlensehlen, Economic and Community Development Manager, City of New Bern, 303 First Street, New Bern, NC 28563, or emailed to ohlensehlerna@newbernnc.gov.

Hon. Dana E. Outlaw
Mayor, City of New Bern

6928080 2/18 11

City of New Bern, NC
CDBG Public Needs Hearing Comments

March 7, 2022

NAME	NUMBER	IDENTIFIED NEED
Greg Holmes	732-310-5104	Seniors need roof repairs, house rehab for low-income.
Lainey White	252-639-8912	Reviving Lives, need of funding for housing stability.
Antoinette Boskey		Habitat for Humanity - Housing rehab and sidewalks.
Jameesha Harris	252-622-2719	Partnership with Habitat for Humanity.
Carly Swindell	252-229-2960	Affordable homes and rebuilding homes.
Ethel Sampson		Block Captain; House has been bolted up, no further issues seen.
Barbara Sampson	252-288-1333	Block Captain; Better drainage for rain events and after drainage, security fence behind school so kids won't fall.
Marshall Williams	252-229-1201	Housing rehab funding go to rental properties, community signage, financial budgeting workshops.

Della Wylley		On call to listen, no remarks.
Chair Lee		On call to listen, no remarks.
Melissa Wallace		On call to listen, no remarks.
Hazel Royal	252-670-5508	Abundant Life Church - resources and services for family for moving to independent living, transitional housing, youth activities.
Reggie Jones		McCotter house for medical clinic, for programming-mental and physical.
Terre Holloway		Water pumps back in Duffyfield.
Lorelei Schaffhausen	252-288-1358	Flood mitigation, repeat problem, fence off for drowning issue, housing repair, lighting needs in community, streetlights.
Steve Strickland		Redevelopment Commission - rehab efforts of Commission, and infrastructure project.
Charles Benjamin		Block Captain; Would like to see the City just finish a project.
Tabari Wallace		Redevelopment Commission - Health and wellness center at McCotter House.
James Wood		CDAC - Get Stanley white up and running, push alderman.



SECOND PUBLIC HEARING

**NOTICE OF PUBLIC HEARING AND DISPLAY
OF THE FY 2022 ANNUAL ACTION PLAN
CITY OF NEW BERN, NORTH CAROLINA**

Notice is hereby given that the City of New Bern, Craven County, NC will hold a public hearing on **Tuesday, July 12, 2022 at 6:00 PM**, in the:

**City Hall Courtroom
300 Pollock Street
New Bern, NC 28560**

City Hall and the City Hall Courtroom are accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents with disabilities in order for them to participate in the public hearing, including a Spanish or Karen interpreter, please call Ms. D'Aja Fulmore, Community Development Coordinator, City of New Bern, at (252) 639-7586, or by email at fulmored@newbernnc.gov. To make arrangements for the hearing impaired, call 7-1-1 for Relay North Carolina TDD.

The purpose of the public hearing is to present the City of New Bern's FY 2022 Annual Action Plan for the use of Community Development Block Grant (CDBG) funds. The City intends to submit its FY 2022 Annual Action Plan in the amount of \$269,786 for FY 2022 CDBG funds. The FY 2022 CDBG Plan will be submitted to HUD on or before August 15, 2022.

In order to obtain the views of residents, public agencies, and other interested parties, the City of New Bern will place its FY 2022 Annual Action Plan on display from Friday, June 24, 2022 through Monday, July 25, 2022, at the following locations during normal operational hours:

**City of New Bern City Hall
City Clerks' Office
300 Pollock Street
New Bern, NC 28560**

**Office of the Department of Development Services
303 First Street
New Bern, NC 28560**

**New Bern-Craven County Public Library
400 Johnson Street
New Bern, NC 28560**

The Community Development Block Grant (CDBG) budget for FY 2022 can be accessed at the City of New Bern website: <https://www.newbernnc.gov/>.

This plan will be available for examination during normal business hours of operation until July 25, 2022. The FY 2022 Annual Action Plan will be submitted to the Board of Aldermen on Tuesday, August 9, 2022, at which time these documents will be presented to the City of New Bern Board of Aldermen for approval at its regular Board Meeting.

The Proposed FY 2022 Annual Action Plan were prepared after conducting a public hearing on housing and community development needs, meetings with housing provider agencies, meetings with the City's staff and officials, and in accordance with City's Five-Year Consolidated Plan.

If the City would undertake an activity that would result in the displacement of families or individuals, then the City would utilize its policy for minimizing such displacement. Furthermore, the City is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG Funds.

All interested persons, groups, and organizations are encouraged to attend this public hearing and will be given the opportunity to present oral or written testimony concerning the proposed plans and uses of Federal funds under the FY 2022 Annual Action Plan. Written comments may be addressed to Ms. D'Aja Fulmore, Community Development Coordinator, City of New Bern, 303 First Street, New Bern, NC 28563, or emailed to fulmored@newbernnc.gov. Persons with learning and/or speech impediments may contact the City via 7-1-1.

Hon. Dana E. Outlaw
Mayor, City of New Bern, NC

DRAFT

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Approving a MOU with Marine Corps Air Station Cherry Point

Date of Meeting: 6/28/2022	Ward # if applicable: NA
Department: Administration	Person Submitting Item: Marvin Williams
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: NA

Explanation of Item:	New Bern Police Department's MOU with Marine Corps Air Station Cherry Point
Actions Needed by Board:	Information only.
Backup Attached:	Memo

Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item: \$0
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Additional Notes: NA

Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor
Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly Ostrom
Director of Finance

To: Board of Alderman
From: Marvin Williams
Date: June 28, 2022
Subject: MOU with Marine Corps Air Station Cherry Point

Background Information

The purpose of this MOU is to establish protocols whereby the New Bern Police Department and MCAS Cherry Point will assist one another in providing, as needed, non-reimbursable law enforcement support.

This MOU does not create any additional jurisdiction or limit or modify existing jurisdiction vested in the parties. This MOU is intended exclusively to provide guidance and document an agreement for general support between the Marine Corps Air Station Cherry Point and the City of New Bern.

Requested Action

Attached you will find a copy of the MOU that is required to be signed by the City Manager and the MCAS Base Commander. This is shared for your situational awareness.

RESOLUTION

WHEREAS, the purpose of this MOU is to establish protocols whereby the New Bern Police Department and MCAS Cherry Point will assist one another in providing, as needed, non-reimbursable law enforcement support; and

WHEREAS, this MOU does not create any additional jurisdiction or limit or modify existing jurisdiction vested in the parties. This MOU is intended exclusively to provide guidance and document an agreement for general support between the Marine Corps Air Station Cherry Point and the City of New Bern.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of New Bern that the MOU, a copy of which is attached hereto and incorporated herein by reference, is hereby approved, and the City Manager or his designee is authorized to execute said document in duplicate originals on behalf of the City.

ADOPTED this 12th day of July, 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK



UNITED STATES MARINE CORPS

MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF NEW BERN AND MARINE CORPS AIR STATION CHERRY POINT FOR GENERAL POLICE SUPPORT

MOU _____

This is a Memorandum of Understanding (MOU) between Marine Corps Air Station Cherry Point (MCAS CHERPT) and City of New Bern. When referred to collectively, MCAS CHERPT and City of New Bern are referred to as the "Parties".

Ref: (a) DoDD 5525.5
(b) DoDI 3025.21
(c) DoDI 4000.19
(d) MCO 3570.1C
(e) ASO 3550.1A
(f) NC General Statutes, Chapter 14 (Criminal Law)
(g) NC General Statutes, Chapter 20 (Motor Vehicle)
(h) Joint Publication 3-28

1. **BACKGROUND:** This MOU does not create any additional jurisdiction or limit or modify existing jurisdiction vested in the parties. This MOU is intended exclusively to provide guidance and document an agreement for general support between the Marine Corps Air Station Cherry Point (MCAS CHERPT) and the City of New Bern. Nothing contained herein creates or extends any right, privilege, or benefit to any person or entity. MCAS CHERPT is a Federal Military Air Station located in Craven County, which is operated by the United States Marine Corps under exclusive federal jurisdiction. MCAS CHERPT's Provost Marshal Office (PMO) and Conservation Law Enforcement Office (CLEO) are responsible for providing general law enforcement to the aforementioned area.

2. **AUTHORITIES:** The above references were used to prepare this MOU. The following additional information is provided:

2.1. DoDD 5525.5 authorizes the Department of Defense to cooperate with local law enforcement (to the extent practical) and sets forth procedures and limitations for military services to provide mutual support to civilian law enforcement.

2.2. DoDI 4000.19 establishes specific policy for creating support agreements between the Marine Corps and state or local government entities.

2.3. MCO 3570.1C provides range safety policies and responsibilities for firing ammunitions, lasers, guided missiles, demolitions, explosives, rockets, and the delivering of bombs on Marine Corps ranges and/or live-fire training facilities.

Subj: MEMORANDUM OF UNDERSTANDING FOR GENERAL POLICE SUPPORT

2.4. ASO 3550.1A provides standard operating procedures for the ranges, training areas, and special use airspace on MCAS CHERPT.

2.5. North Carolina General Statutes, Chapter 14 (Criminal Law) sets forth the New Bern Law Enforcement responsibility for the prevention and detection of crime, apprehension of criminals, the safeguarding of life and property, the preservation of peace, and the enforcement of state and local regulations and ordinances.

2.6. North Carolina's Mutual Aid System is based on the premise that it makes sound economic and logistic sense to share some types of emergency response equipment and resources, since no community can own and maintain all of the resources that might be needed to respond to any given event.

2.7. North Carolina General Statutes, Chapter 20 (Motor Vehicle) allows for a publicly owned vehicle used exclusively for law enforcement, firefighting, or other emergency response purposes to be equipped with special lights, bells, sirens, horns or exhaust whistles. The operators of all such vehicles so equipped are hereby authorized to use such equipment at all times while engaged in the performance of their duties and services, both within their respective corporate limits and beyond.

3. PURPOSE: The purpose of this MOU is to establish protocols whereby the New Bern Police Department and MCAS CHERPT will assist one another in providing, as needed, non-reimbursable law enforcement support, as detailed in the following paragraphs.

4. UNDERSTANDING OF THE PARTIES:

4.1. MCAS CHERPT will, upon request and when available, and within the scope of Chapter III, paragraph 4 of Joint Publication 3-28 (Defense Support of Civil Authorities) and Enclosure 3, paragraph 1 of DoDI 3025.21 (Defense Support of Civilian Law Enforcement Agencies):

4.1.1. Provide training ranges on a non-reimbursable basis.

4.1.2. Provide technological capabilities on a non-reimbursable basis.

4.1.3. Assist with specialized law enforcement capabilities to include Mobile Command Post and investigative support on a non-reimbursable basis.

4.1.4. Provide other general assistance to law enforcement within statutory limitations.

4.2.. MCAS CHERPT Range Management Department: Support requests for use of the live fire ranges and training areas (RTAs) on a not to interfere basis with active duty units on a non-reimbursable basis. Requests to use the RTAs will be submitted to the Range Management Department. The Range Management Department will provide annual Range and Range Safety briefs for designated personnel that meet range safety criteria outlined in Air Station Order 3550.1A and Marine Corps Order 3570.1C.

Subj: MEMORANDUM OF UNDERSTANDING FOR GENERAL POLICE SUPPORT

4.3. City of New Bern agrees to:

4.3.1. Assist in providing general or emergency law enforcement to MCAS CHERPT when requested and available.

4.3.2. Provide training ranges on a non-reimbursable basis, when requested and available.

4.3.3. Provide technological capabilities on a non-reimbursable basis, when requested and available.

4.3.4. Assist with specialized law enforcement capabilities to include Mobile Command Post and investigative support on a non-reimbursable basis, when requested and available.

4.3.5. Provide other general assistance to law enforcement within statutory limitations, when requested and available.

4.4. MEDIA. Participating agencies agree to internally discuss and determine what personal information is to be released to the media if the issue or request involves assistance provided, if not designated or required by North Carolina Public Records Law, which takes precedence.

4.5. LIABILITY. Each agency shall bear the liability arising from acts undertaken by its personnel pursuant to this MOU. In no event shall a participating agency be liable for suit or claim for damages resulting from the acts of another participating agency.

5. PERSONNEL: Each agency is responsible for all costs of its personnel, including pay and benefits, support, and travel.

6. GENERAL PROVISIONS:

6.1. POINTS OF CONTACT (POCs). The following POCs may be used by the Parties to communicate matters concerning this MOU. Each Party may change its POC upon reasonable notice to the other Party.

6.1.1. For MCAS CHERPT –

6.1.1.1. PMO Primary POC. Director, Security and Emergency Services, (252) 466-5328, kristen.baldwin@usmc.mil.

6.1.1.2. PMO Alternate POC. Deputy Director, Security and Emergency Services, (252) 466-4367, elijah.bouie@usmc.mil.

6.1.1.3. CLEO Primary POC. Conservation Law Enforcement Officer, (252) 466-3593, zachary.catoe@usmc.mil.

6.1.2. For City of New Bern –

6.1.2.1. Primary POC. Chief of Police, New Bern Police Department, (252) 672-4190.

Subj: MEMORANDUM OF UNDERSTANDING FOR GENERAL POLICE SUPPORT

6.2. CORRESPONDENCE. All correspondence to be sent and notices to be given pursuant to this MOU will be addressed, if to MCAS CHERPT –

6.2.1. PMO: PSC Box 8003, Cherry Point, NC 28533.

6.2.2. CLEO: Facilities Directorate, ATTN: Environmental Affairs Department, PSC Box 8003, Cherry Point, NC 28533.

and, if to City of New Bern –

6.2.2. New Bern Police Department, 601 George Street, New Bern, NC 28560.

6.3. FUNDS AND MANPOWER. This MOU neither documents nor provides for the exchange of funds or manpower between the Parties nor does it make any commitment of funds or resources. No provision in this MOU will be interpreted to require obligation or payment of funds.

6.4. MODIFICATION OF MOU. This MOU may be modified by either Party upon request and agreement by both Parties. This MOU will be reviewed no less often than at the mid-point of its term and around the anniversary of its effective date in its entirety.

6.5. DISPUTES. Effective execution of this agreement can only be achieved through continuing communication and dialogue between the Parties. It is the intent of this MOU that channels of communication will be used to resolve questions, misunderstandings or complaints that may arise that are not specifically addressed in this MOU. Personnel from MCAS CHERPT and New Bern Police Department shall meet, as necessary and appropriate, to discuss and share law enforcement information regarding the local area and this MOU.

6.6. TERMINATION OF UNDERSTANDING. This MOU may be terminated in writing at will by either Party.

6.7. TRANSFERABILITY. This MOU is not transferable except with the written consent of the Parties.

6.8. ENTIRE UNDERSTANDING. It is expressly understood and agreed that this MOU embodies the entire understanding between the Parties regarding the MOU's subject matter.

6.9. EFFECTIVE DATE. This MOU takes effect beginning on the day after the last Party signs.

6.10. EXPIRATION DATE. This MOU expires ten (10) years from date of final signature.

6.11. NO THIRD PARTY BENEFICIARIES. Nothing in this MOU, express or implied, is intended to give to, or will be construed to confer upon, any person not a party any remedy or

Subj: MEMORANDUM OF UNDERSTANDING FOR GENERAL POLICE SUPPORT

claim under or by reason of this MOU, and this MOU will be for the sole and exclusive benefit of the Parties.

APPROVED:

FOR MCAS CHERRY POINT –

FOR CITY OF NEW BERN –

Signature

Signature

M. R. HUBER
Colonel
U. S. Marine Corps
Commanding Officer
MCAS Cherry Point, NC 28533

FOSTER HUGHES
City Manager
City of New Bern
300 Pollock Street
New Bern, NC 28560

(Date)

(Date)

Mid-Point Review Due Date: _____

Mid-Point Review completed by: _____
Signature and Name of Reviewer

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution to Initiate Sale 604 B Street

Date of Meeting: 7/12/2022	Ward # if applicable: 1
Department: City Clerk	Person Submitting Item: Brenda Blanco
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	After receiving a bid of \$5,000 from Charles Diggs and Cecelia DiCarlo for the purchase of 604 B Street, the bid was advertised. No upset bids were received. The property is a vacant lot with a tax value of \$3,900. It was acquired by the City in 2002.
Actions Needed by Board:	Consider adopting a resolution to sale the property
Backup Attached:	Memo, resolution, quitclaim deed, offer to purchase, tax card, map and pictures of property

Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Foster Hughes
City Manager

Brenda E. Blanco
City Clerk

Kimberly A. Ostrom
Director of Finance

MEMO TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk

DATE: June 30, 2022

SUBJECT: Sale of 604 B Street

After receiving a \$2,000 bid from Charles Diggs and Cecilia DiCarlo for the purchase of 604 B Street, the bid was advertised. However, no upset bids were received. The 0.19-acre vacant parcel was acquired by the City in 2002 and has a tax value of \$3,900. The bidders have spoken with staff in Development Services about their plans for the property and have expressed a desire to pursue the process.

While the property is owned solely by the City, proceeds will be split with the County to satisfy a provision in the conveyance for outstanding, unpaid property taxes due to Craven County. If the sale is approved, the County will receive 881.25, and the City will receive \$1,118.75 which includes the cost to advertise the bid.

/beb

RESOLUTION

THAT WHEREAS, the City of New Bern has received an offer to purchase a parcel of property owned by the City and County located at 604 B Street, and being more particularly described herein; and

WHEREAS, the Board of Aldermen is authorized to sell the property pursuant to North Carolina General Statute §160A-269; and

WHEREAS, the offer to purchase was advertised as required by said statute; and

WHEREAS, the offer to purchase was in the sum of \$2,000.00 by Charles E. Diggs, Jr. and Cecelia M. DiCarlo; that no increased bids were received; and

WHEREAS, the Board of Aldermen deems it advisable and in the best interest of the City to sell the subject property to the successful bidder and to convey the said property by quitclaim deed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

Section 1. That the bid of Charles E. Diggs, Jr. and Cecelia M. DiCarlo in the sum of \$2,000.00 for said parcel bearing the postal enumeration for the City of New Bern of 604 B Street, and being more particularly described herein, be and the same is hereby accepted as to the City's interest in said property, and the Mayor and the City Clerk be and they are hereby authorized and directed to execute a quitclaim deed for the City's interest in said property to the purchaser.

Section 2. That a copy of said quitclaim deed is attached hereto and incorporated herein by reference, and the original deed shall be delivered to said purchaser once the same has been executed on behalf of the City and County, upon payment of the balance due on the purchase price.

Section 3. That the subject property is more particularly described as follows:

The property is commonly referred to by its tax parcel identification number which is 8-005-015. A description of the property is recorded in Book 1907, Page 793 of the Craven County Registry. The property is more particularly as follows:

All that certain tract or parcel of land lying and being situate in Number Eight (8) Township, Craven County, North Carolina, and being more particularly described as follows:

Being a part of Lot #16 in the town site surveyed for A. T. Jerkins dated May 13, 1957, recorded in the Office of the Register of Deeds of Craven County in Book 64, Page 94, to which reference is made for identity of the land and being more particularly described as follows:

Beginning at a point on "B" Street on the northward side of "B" Street 50 feet westward of the intersection of "E" Street and "B" Street; running thence northwardly parallel with "E" Street to the back line of Lot #16; thence westwardly with the line of Lot #16 as laid out on the said plat to the northwestern corner thereof; thence with the line of Lot #16 as laid out on the said plat back to the beginning. Including in this conveyance all of Lot #16 except 50 feet lying eastward of the beginning point hereinabove set out.

ADOPTED THIS 12th DAY OF JULY, 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

Prepared by and return to:

Jaimee Bullock Mosley
DAVIS HARTMAN WRIGHT LLP
209 Pollock Street
New Bern, NC 28560

PARCEL NO. 8-005-015
REVENUE STAMPS: \$0.00

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

QUITCLAIM DEED

THIS QUITCLAIM DEED, made and entered into this 12th day of July 2022, by and between the CITY OF NEW BERN, a municipal corporation of the State of North Carolina ("Grantor"); to CHARLES E. DIGGS, JR. and CECELIA M. DICARLO, whose mailing address is 1910 Flatrock Street, Winston-Salem, North Carolina 27107, ("Grantee");

W I T N E S S E T H:

That for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable considerations to Grantors paid by the Grantee, the receipt of which is hereby acknowledged, have remised and release, and by these presents do remise, release and forever quitclaim unto the Grantee, Grantee's heir and assigns, the following described property, to wit:

SEE EXHIBIT A ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.

The property herein conveyed does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the above described lot or parcel of land and all privileges

DAVIS HARTMAN WRIGHT LLP
Attorneys at Law
209 Pollock Street
New Bern, NC 28560

and appurtenances thereunto belonging to the Grantee, Grantee's heirs and assigns, free and discharged from all right, title, claim or interest of the said Grantors or anyone claiming by, through or under the Grantors.

IN TESTIMONY WHEREOF, the CITY OF NEW BERN has caused this instrument to be executed as its act and deed by its Mayor, attested by its City Clerk, and its seal to be hereunto affixed, all by the authority of its Board of Aldermen, as of the day and year first above written.

CITY OF NEW BERN

(SEAL)

By: _____
DANA E. OUTLAW, MAYOR

ATTEST:

BRENDA E. BLANCO, CITY CLERK

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

I, _____, Notary Public in and for said County and State, do hereby certify that on the ____ day of July, 2022 before me personally appeared DANA E. OUTLAW, with whom I am personally acquainted, who, being by me duly sworn, says that he is the Mayor and that BRENDA E. BLANCO is the City Clerk for the City of New Bern, the municipal corporation described in and which executed the foregoing instrument; that he knows the common seal of said municipal corporation; that the seal affixed to the foregoing instrument is said common seal; that the name of the municipal corporation was subscribed thereto by the said Mayor; that the said common seal was affixed, all by order of the Board of Aldermen of said municipal corporation and that the said instrument is the act and deed of said municipal corporation.

WITNESS my hand and official seal this the ____ day of July, 2022.

Notary Public

My Commission Expires:

EXHIBIT A

A tract or parcel of land in the County of Craven, and State of North Carolina, in Number Eight Township, and bounded as follows:

Being a part of Lot #16 in the town site surveyed for A. T. Jerkins dated May 13, 1957, recorded in the Office of the Register of Deeds of Craven County in Book 64, Page 94, to which reference is made for identity of the land and being more particularly described as follows:

Beginning at a point on "B" Street on the northward side of "B" Street 50 feet westward of the intersection of "E" Street and "B" Street; running thence northwardly parallel with "E" Street to the back line of Lot #16; thence westwardly with the line of Lot #16 as laid out on the said plat to the northwestern corner thereof; thence with the line of Lot #16 as laid out on the said plat back to the beginning. Including in this conveyance all of Lot #16 except 50 feet lying eastward of the beginning point hereinabove set out.

For a more particular description, see deed from M.C. Williams, Jr. and wife, Elsie Williams, and Thelma W. Nelson and husband, L. F. Nelson, to Carrie E. Edwards recorded in Book 364, Page 521, in the Office of the Register of Deeds of Craven County.

NORTH CAROLINA

OFFER TO PURCHASE AND CONTRACT

CRAVEN COUNTY

Charles E. Diggs, Jr and Cecelia M. DiCarlo, as Buyer, hereby offers to purchase and **CITY OF NEW BERN**, as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. **REAL PROPERTY:** Located in or near the City of New Bern, Craven County, North Carolina, being known as and more particularly described as:

Street Address: 604 B Street

Subdivision Name: _____

Tax Parcel ID No.: 8-005-015

Plat Reference: Parcel Reference # 19771

Being all of that property more particularly described in Deed Book 1907, Page 0793 in the Craven County Registry.

2. **PURCHASE PRICE:** The purchase price is \$2,000.00 and shall be paid as follows:

(a) \$500.00, EARNEST MONEY DEPOSIT with this offer by ☐ cash ☐ bank check ☒ certified check to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event this offer is not accepted, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.

(b) \$1500.00, BALANCE of the purchase price in cash or readily available funds at Closing.

3. **CONDITIONS:**

- (a) This contract is not subject to Buyer obtaining financing.
- (b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.
- (c) The Property is being sold subject to all liens and encumbrances of record, if any.
- (d) Other than as provided herein, the Property is being conveyed "as is".
- (e) This contract is subject to the provisions of G.S. §160A-269. Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith.
- (f) Title shall be delivered at Closing by QUITCLAIM DEED

4. **SPECIAL ASSESSMENTS:** Seller makes no warranty or representation as to any pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners' association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. **PAYMENT OF TAXES:** Any ad valorem taxes to which the Property is subject shall be paid in their entirety by Buyer.

6. **EXPENSES:** Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed and its legal fees. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for any excise tax (revenue stamps) required by law.

7. **EVIDENCE OF TITLE:** Not Applicable.

8. **CLOSING:** Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title within thirty (30) days of the granting of final approval of the sale by the City of New Bern's Board of Aldermen pursuant to G.S. §160A-269. The deed is to be made to

Charles E. Diggs, Jr and Cecelia M. DiCarlo.

9. **POSSESSION:** Unless otherwise provided herein, possession shall be delivered at Closing.

10. **PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:**

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is." Seller makes no representation as to water, sewer, conditions, title, access, or fitness for any intended use.

(b) **CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.**

11. **RIGHT OF ENTRY, RESTORATION AND INDEMNITY:** Buyer and Buyer's agents and contractors shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity shall survive this contract and any termination hereof.

12. **OTHER PROVISIONS AND CONDITIONS:** (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH HERETO.): None.

Buyer Initials ced cmd Seller Initials _____

13. RISK OF LOSS: The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.

14. ASSIGNMENTS: This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and the assignee's heirs, successors or assigns (as the case may be).

15. PARTIES: This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

16. SURVIVAL: If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

17. ENTIRE AGREEMENT: This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties.

18. NOTICE AND EXECUTION: Any notice or communication to be given to a party herein may be given to the party or to such party's agent. This offer shall become a binding contract (the "Effective Date") when signed by both Buyer and Seller and such signing is communicated to the offering party. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word "SEAL" beside their signatures below.

BUYER:

(If an individual)

Charles E. Diggs Jr.
Cecelia M. DiCarlo (SEAL)

Name: Charles E. Diggs Jr.
Cecelia M. DiCarlo

Date: 03/21/22

Address: 1910 Flatrock Street

Winston-Salem, NC

Phone: 980-833-9337/347-598-3210

SELLER

CITY OF NEW BERN

By: _____ (SEAL)

Its: _____

Date: _____

(If a business entity)

By: _____ (SEAL)

Its: _____

Address: _____

Phone: _____

Buyer Initials _____ Seller Initials _____

Acknowledgement

STATE OF NC

COUNTY OF Guilford

I certify that Charles E. Diggs Jr. personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Offer to purchase and contract
Name or description of attached document

I further certify that (select one of the following identification options):

☐ I have personal knowledge of the identity of the principal(s)

☒ I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a NC DL 5561229
type of identification

☐ A credible witness, _____, has sworn or affirmed to me the
name of credible witness

identity of the principal, and that he or she is not a named party to the foregoing document, and has no interest in the transaction.

Date: 3/21/2022



Justin T. Williams
Notary Public
Typed or Printed Notary Name

My commission expires: 08/15/2023

Acknowledgement

STATE OF NC

COUNTY OF Guilford

I certify that Cecelia M. Piccolo personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Offer to purchase and contract
Name or description of attached document

I further certify that (select one of the following identification options):

☐ I have personal knowledge of the identity of the principal(s)

☒ I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a NC DL 35574499
type of identification

☐ A credible witness, _____, has sworn or affirmed to me the
name of credible witness
identity of the principal, and that he or she is not a named party to the foregoing document, and has no interest in the transaction.

Date:

3/21/2022



T. Williams
Notary Public

Justin T. Williams
Typed or Printed Notary Name

My commission expires: 08/15/2023

Craven County Geographic Information System

Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessment purposes.

This report was created by Craven County GIS reporting services on 3/23/2022 11:31:20 AM

Parcel ID : 8-005 -015
Owner : NEW BERN-CITY OF
Mailing Address : PO BOX 1129 NEW BERN NC 28563
Property Address : 604 B ST
Description : 604 B STS
Lot Description :



Subdivision :

Assessed Acreage : 0.187 **Calculated Acreage :** 0.190
Deed Reference : 1907-0793 **Recorded Date :** 4 26 2002
Recorded Survey :
Estate Number :
Land Value : \$3,900 **Tax Exempt :** Yes
Improvement Value : \$0 **# of Improvements :** 0
Total Value : \$3,900
City Name : NEW BERN **Fire tax District :**
Drainage District : **Special District :**
Land use : VACANT-RESIDENTIAL TRACT

Recent Sales Information

SALE DATE	Sellers Name	Buyers Name	Sale Type	Sale Price
4/26/2002	EDWARDS, SAM B HRS	NEW BERN-CITY OF	STRAIGHT TRANSFER	\$0

List of Improvements to Site

No improvements listed for this parcel

Craven County GIS PID 8-005-015 604 B Street

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on March 23, 2022 at 11:32:32 AM

1 inch = 131 feet



604 B Street





DIVISION OF PROCEEDS

Final

Property: 604 B Street			
Offer Amount			\$ 2,000.00
Less: Reimb to City for publication of notice of offer		\$ 237.50	
Balance			\$ 1,762.50
County cost reimbursement		\$ -	
City cost reimbursement		\$ -	\$ -
Remaining Balance			\$ 1,762.50
County Taxes at Foreclosure		50.000%	\$ 881.25
City Taxes/Priority Liens at Foreclosure		50.000%	\$ 881.25
Total Taxes	\$ -		
County Total	\$ 881.25		
City Total	\$ 1,118.75		

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution Approving the Sale of 2101 Woodland Avenue

Date of Meeting: 7/12/2022	Ward # if applicable: 2
Department: City Clerk	Person Submitting Item: Brenda Blanco
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	Kenny Muse offered to purchase 2101 Woodland Avenue for \$10,500. The bid was advertised, but no upset bids received. The property is a vacant 0.25-acre parcel with a tax value of \$20,000.
Actions Needed by Board:	Consider adopting resolution to sale the property
Backup Attached:	Memo, resolution, quitclaim deed, offer to purchase, tax card, map and pictures of property

Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance

MEMO TO: Mayor and Board of Aldermen

FROM: Brenda Blanco, City Clerk

DATE: June 30, 2022

SUBJECT: Sale of 2101 Woodland Avenue

After receiving an offer of \$10,500 from Kenny Muse for the purchase of 2101 Woodland Avenue for \$10,500, the bid was advertised. No upset bids were received. The vacant 0.25-acre parcel has a tax value of \$20,000 and was acquired from the NC State Highway Commission (now NCDOT) in 1960. The triangular-shaped parcel was created by the relocation of Highway 17.

The bidder has spoken with staff in Development Services about his plans for the property and has expressed a desire to pursue the process.

/beb

RESOLUTION

THAT WHEREAS, the City of New Bern has received an offer to purchase a parcel of property owned by the City identified as 2101 Woodland Avenue, and being more particularly described herein; and

WHEREAS, the Board of Aldermen is authorized to sell the property pursuant to North Carolina General Statute §160A-269; and

WHEREAS, the offer to purchase was advertised as required by said statute; and

WHEREAS, the offer to purchase was in the sum of \$10,500.00 by Kenny Muse; that no increased bids were received; and

WHEREAS, the Board of Aldermen deems it advisable and in the best interest of the City to sell the subject property to the successful bidder and to convey the said property by quitclaim deed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

Section 1. That the last and highest bid of Kenny Muse in the sum of \$10,500.00 for said parcel identified as 2101 Woodland Avenue, and being more particularly described herein, be and the same is hereby accepted, and the Mayor and the City Clerk be and they are hereby authorized and directed to execute a quitclaim deed to Kenneth Muse and Jason Sanderson for the said property.

Section 2. That a copy of said quitclaim deed is attached hereto and incorporated herein by reference, and the original deed shall be delivered to said purchaser once the same has been executed on behalf of the City, upon payment of the balance due on the purchase price.

Section 3. That the subject property is more particularly described as follows:

All that certain lot or parcel of land lying and being situate in Number Eight (8) Township, Craven County, North Carolina, and being more particularly described as follows:

BEGINNING at the intersection of the southern right of way boundary of Woodland Avenue with the western right of way boundary of Ninth Street and running thence along and with the southern right of way boundary of Woodland Avenue, south $87^{\circ} 45'$ west, 185 ft. to the northeast corner of Lot No. 4 as shown in Book 5, Page 1 of the plan of Trent Park Homes; thence leaving the right of way boundary of Woodland Avenue and running thence, south $2^{\circ} 15'$ east 83.2 ft. to an intersection with the northern right of way boundary of US Route 17, said right of way boundary lying 100 ft. north of and perpendicular to the survey line thereof; thence, along and with the northern right of way boundary of US Route 17, north $70^{\circ} 15'$ east, 194 ft. to an intersection with the western right of way boundary of Ninth Street; thence, leaving the northern right of way boundary of US Route 17 and running thence along and with the western right of way boundary of Ninth Street, north $2^{\circ} 15'$ west 24.9 ft. to the point of beginning, being the residue of property purchased from New River Building Corporation by the State Highway Commission by deed recorded in Deed Book 540, Page 447, of the Craven County Registry.

ADOPTED THIS 12th DAY OF JULY, 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

Prepared by and return to:

Jaimee Bullock Mosley
DAVIS HARTMAN WRIGHT LLP
209 Pollock Street
New Bern, NC 28560

PARCEL NO. 8-026-053
REVENUE STAMPS: \$0.00

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

QUITCLAIM DEED

THIS QUITCLAIM DEED, made and entered into this 12th day of July, 2022, by and between the **CITY OF NEW BERN**, a municipal corporation of the State of North Carolina ("Grantor"); to **KENNETH MUSE and JASON SANDERSON**, whose mailing address is 2000 Pinetree Drive, New Bern, North Carolina 28562, ("Grantee");

W I T N E S S E T H:

That for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable considerations to Grantors paid by the Grantee, the receipt of which is hereby acknowledged, have remised and release, and by these presents do remise, release and forever quitclaim unto the Grantee, Grantee's heir and assigns, the following described property, to wit:

SEE EXHIBIT A ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.

The property herein conveyed does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the above described lot or parcel of land and all privileges and appurtenances thereunto belonging to the Grantee, Grantee's heirs and assigns, free and

DAVIS HARTMAN WRIGHT LLP
Attorneys at Law
209 Pollock Street
New Bern, NC 28560

discharged from all right, title, claim or interest of the said Grantors or anyone claiming by, through or under the Grantors.

IN TESTIMONY WHEREOF, the **CITY OF NEW BERN** has caused this instrument to be executed as its act and deed by its Mayor, attested by its City Clerk, and its seal to be hereunto affixed, all by the authority of its Board of Aldermen, as of the day and year first above written.

CITY OF NEW BERN

(SEAL)

By: _____
DANA E. OUTLAW, MAYOR

ATTEST:

BRENDA E. BLANCO, CITY CLERK

STATE OF NORTH CAROLINA

COUNTY OF CRAVEN

I, _____, Notary Public in and for said County and State, do hereby certify that on the ____ day of July, 2022 before me personally appeared DANA E. OUTLAW, with whom I am personally acquainted, who, being by me duly sworn, says that he is the Mayor and that BRENDA E. BLANCO is the City Clerk for the City of New Bern, the municipal corporation described in and which executed the foregoing instrument; that he knows the common seal of said municipal corporation; that the seal affixed to the foregoing instrument is said common seal; that the name of the municipal corporation was subscribed thereto by the said Mayor; that the said common seal was affixed, all by order of the Board of Aldermen of said municipal corporation and that the said instrument is the act and deed of said municipal corporation.

WITNESS my hand and official seal this the ____ day of July, 2022.

Notary Public

My Commission Expires:

EXHIBIT A

All that certain lot or parcel of land lying and being situate in Number Eight (8) Township, Craven County, North Carolina, and being more particularly described as follows:

BEGINNING at the intersection of the southern right of way boundary of Woodland Avenue with the western right of way boundary of Ninth Street and running thence along and with the southern right of way boundary of Woodland Avenue, south $87^{\circ} 45'$ west, 185 ft. to the northeast corner of Lot No. 4 as shown in Book 5, Page 1 of the plan of Trent Park Homes; thence leaving the right of way boundary of Woodland Avenue and running thence, south $2^{\circ} 15'$ east 83.2 ft. to an intersection with the northern right of way boundary of US Route 17, said right of way boundary lying 100 ft. north of and perpendicular to the survey line thereof; thence, along and with the northern right of way boundary of US Route 17, north $70^{\circ} 15'$ east, 194 ft. to an intersection with the western right of way boundary of Ninth Street; thence, leaving the northern right of way boundary of US Route 17 and running thence along and with the western right of way boundary of Ninth Street, north $2^{\circ} 15'$ west 24.9 ft. to the point of beginning, being the residue of property purchased from New River Building Corporation by the State Highway Commission by deed recorded in Deed Book 540, Page 447, of the Craven County Registry.

NORTH CAROLINA

OFFER TO PURCHASE AND CONTRACT

CRAVEN COUNTY

Kenny Muse + Jason Sanderson, as Buyer, hereby offers to purchase and CITY OF NEW BERN, as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. **REAL PROPERTY:** Located in or near the City of New Bern, Craven County, North Carolina, being known as and more particularly described as:

Street Address: NA

Subdivision Name: _____

Tax Parcel ID No.: 8-026-053

Plat Reference: _____

Being all of that property more particularly described in Deed Book 602, Page 458 in the Craven County Registry.

2. **PURCHASE PRICE:** The purchase price is \$ 10,500⁰⁰ and shall be paid as follows:

(a) \$ \$525.00, EARNEST MONEY DEPOSIT with this offer by ☐ cash ☐ bank check ☒ certified check to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event this offer is not accepted, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.

(b) \$ \$9,975.00, BALANCE of the purchase price in cash or readily available funds at Closing.

3. **CONDITIONS:**

(a) This contract is not subject to Buyer obtaining financing.

(b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.

(c) The Property is being sold subject to all liens and encumbrances of record, if any.

(d) Other than as provided herein, the Property is being conveyed "as is".

(e) This contract is subject to the provisions of G.S. §160A-269. Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith.

(f) Title shall be delivered at Closing by QUITCLAIM DEED

4. **SPECIAL ASSESSMENTS:** Seller makes no warranty or representation as to any pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners' association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. **PAYMENT OF TAXES:** Any ad valorem taxes to which the Property is subject shall be paid in their entirety by Buyer.

6. **EXPENSES:** Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed and its legal fees. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for any excise tax (revenue stamps) required by law.

7. **EVIDENCE OF TITLE:** Not Applicable.

8. **CLOSING:** Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title within thirty (30) days of the granting of final approval of the sale by the City of New Bern's Board of Aldermen pursuant to G.S. §160A-269. The deed is to be made to

Kenny Muse + Jason Sanderson

9. **POSSESSION:** Unless otherwise provided herein, possession shall be delivered at Closing.

10. **PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:**

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is." Seller makes no representation as to water, sewer, conditions, title, access, or fitness for any intended use.

(b) **CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.**

11. **RIGHT OF ENTRY, RESTORATION AND INDEMNITY:** Buyer and Buyer's agents and contractors shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity shall survive this contract and any termination hereof.

12. **OTHER PROVISIONS AND CONDITIONS:** (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH HERETO.): None.

Buyer Initials KM JS Seller Initials _____

Craven County Geographic Information System

Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessment purposes.

This report was created by Craven County GIS reporting services on 5/2/2022 3:28:08 PM

Parcel ID : 8-026 -053
Owner : NEW BERN-CITY OF
Mailing Address : PO BOX 1129 NEW BERN NC 28563
Property Address :
Description : INTERSECTION WOODLAND AVE & HWY 17\$
Lot Description :



Subdivision : TRENT PARK

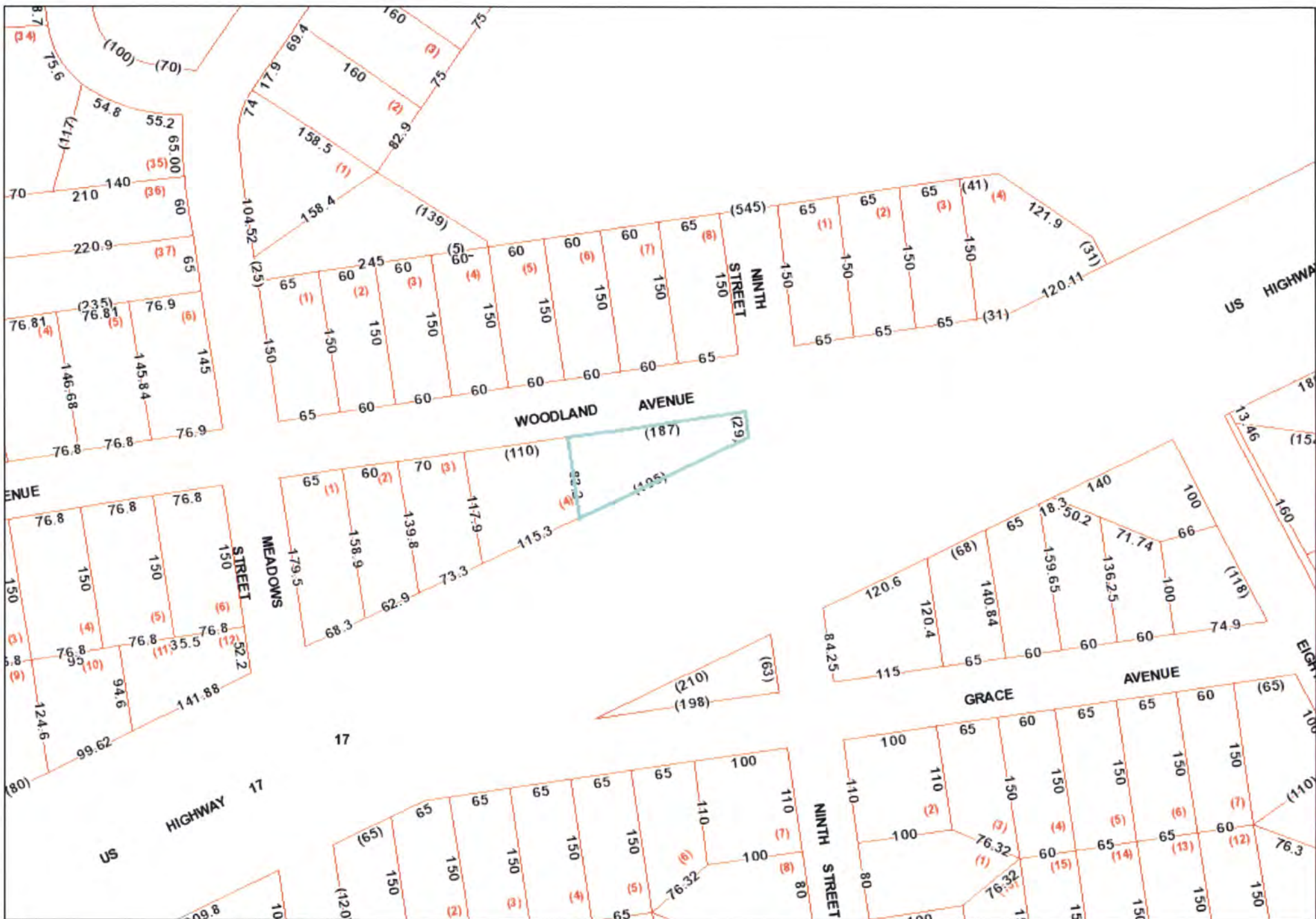
Assessed Acreage :	0.246	Calculated Acreage :	0.250
Deed Reference :	0602-0458	Recorded Date :	9 21 1960
Recorded Survey :			
Estate Number :			
Land Value :	\$20,000	Tax Exempt :	Yes
Improvement Value :	\$0	# of Improvements :	0
Total Value :	\$20,000		
City Name :	NEW BERN	Fire tax District :	
Drainage District :		Special District :	
Land use :	VACANT-VACANT TRACTS CURR EXMP		

Recent Sales Information

No Sales Information for this parcel

List of Improvements to Site

No improvements listed for this parcel



Craven County GIS Tax PID 8-026-053

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on May 2, 2022 at 5:17:45 PM

1 inch = 131 feet



2101 Woodland Avenue (PID 8-026-053)



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution in Support of NC Department of Transportation
Revising the Speed Limit on SR 1005 (Old US Highway 70 West) Between SR 1242
(Parker Road) and NC 55.

Date of Meeting: 7/12/22	Ward # if applicable: 5
Department: Public Works	Person Submitting Item: Al Cablay, Director of Public Works
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Consider Adopting a Resolution in Support of NC Department of Transportation Revising the Speed Limit on SR 1005 (Old US Highway 70 West) Between SR 1242 (Parker Road) and NC 55.
Actions Needed by Board:	Adopt Resolution.
Backup Attached:	Resolution, Memo, Certification of Municipal Declaration, Map

Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Additional Notes:



Public Works Department
P.O. Box 1129, 1004 S. Glenburnie Road
New Bern, N.C. 28563-1129
Phone: (252) 639-7501
Fax: (252) 636-1848

June 28, 2022

Memo to: Mayor and Board of Aldermen

From: Al R. Cablay, Director of Public Works

Re: **Consider Adopting Resolution in Support of NC Department of Transportation confirming the Speed Limit on SR 1005 (Old US Highway 70 West) Between SR 1242 (Parker Road) and NC 55.**

Background Information

The North Carolina Department of Transportation (NCDOT) has requested the City of New Bern consider adopting resolution in support of NCDOT confirming the speed limit on SR 1005 (Old US Highway 70 West) between SR 1242 (Parker Road) and NC 55.

Upon approval by the Board of this resolution in support of NCDOT's request to confirm the speed limit, a copy of the approved resolution together with the required executed certification form will be sent to NCDOT. Upon receipt, NCDOT should take formal action to confirm the speed limit. Once City Staff have received documentation of that final action, Public Works will in turn request an update of the City's schedule of speed limits in Chapter 70 "Traffic and Vehicles" of the Municipal Code of Ordinances of the City of New Bern.

Recommendation

The Public Works Department has reviewed this request and recommends that the Board approve this NCDOT certification.

RESOLUTION

WHEREAS, State Route (SR) 1005 between State Route (SR) 1242 (Parker Road) and NC 55 is a major street owned and maintained by the NC Department of Transportation ("NCDOT") that is heavily traveled within the city limits of New Bern; and

WHEREAS, after completing an engineering and traffic investigation, NCDOT has recommended the speed limit on SR 1005 be certified at 55 miles per hour ("MPH"); and

WHEREAS, for the enhancement and benefit of public safety, NCDOT has asked for the City's support in certifying this speed limit.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

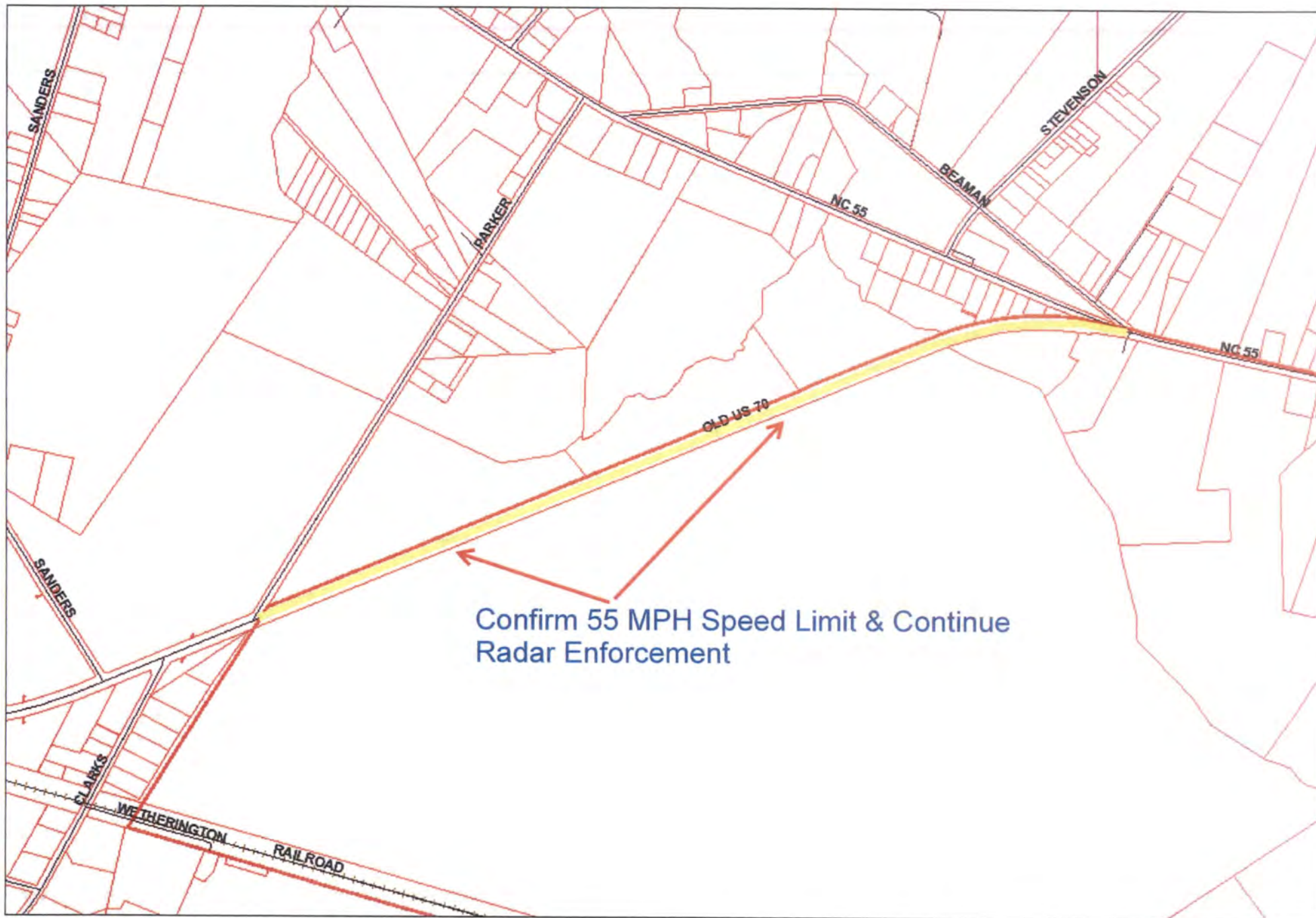
1. The City of New Bern hereby conveys support for the request made by NCDOT to for the City to certify a speed limit of 55 MPH on SR 1005 between SR 1242 (Parker Road) and NC 55; and

2. The City of New Bern, upon acknowledgement of formal action by NCDOT, will amend its schedule of maximum speed limits in Sec. 70-132 of the Code of Ordinances to add this street.

ADOPTED THIS 12th DAY OF JULY, 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK



Craven County GIS Old Hwy 70 between NC 55 and Parker Road

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on July 1, 2022 at 10:19:51 AM

1 inch = 870 feet



**Certification of Municipal Declaration
To Enact Speed Limits and Request for Concurrence**

Concurring State Ordinance Number: 1073551

Division: 2 **County:** CRAVEN

Municipality: NEW BERN

Type: Municipal Speed Zones

Road: SR 1005

Car: 55 MPH

Truck: 55 MPH

Description: Between SR 1242 (Parker Road) and NC 55.

Municipal Certification

Brenda E. Blanco

the City of New Bern

I, _____, Clerk of _____, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the 12th day of July, 2022, the speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: _____ Page: _____ Ordinance Number: _____

In witness whereof, I have hereunto set my

hand and the municipal seal this _____ day

of _____, 20____.

(signature)

(municipal seal)

Department of Transportation Approval

Division: _____ Title: _____ Date: _____

Region: _____ Title: _____ Date: _____

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting a Resolution in Support of NC Department of Transportation
Revising the Speed Limit NC 43 Between SR 1483 (Briarwood Lane) and the 0.101 Mile
Mark North of SR 1480 (Gracie Farms Road).

Date of Meeting: 7/12/22	Ward # if applicable: 5
Department: Public Works	Person Submitting Item: Al Cablay, Director of Public Works
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Consider Adopting a Resolution in Support of NC Department of Transportation Revising the Speed Limit NC 43 Between SR 1483 (Briarwood Lane) and the 0.101 Mile Mark North of SR 1480 (Gracie Farms Road).
Actions Needed by Board:	Adopt Resolution.
Backup Attached:	Resolution, Memo, Certification of Municipal Declaration, Map

Is item time sensitive? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Additional Notes:



Public Works Department
P.O. Box 1129, 1004 S. Glenburnie Road
New Bern, N.C. 28563-1129
Phone: (252) 639-7501
Fax: (252) 636-1848

June 28, 2022

Memo to: Mayor and Board of Aldermen

From: Al R. Cablay, Director of Public Works

Re: **Consider Adopting Resolution in Support of NC Department of Transportation revising the Speed Limit on NC 43 Between SR 1483 (Briarwood Lane) and the 0.101 Mile Mark North of SR 1481 (Gracie Farms Road).**

Background Information

The North Carolina Department of Transportation (NCDOT) has requested the City of New Bern consider adopting resolution in support of NCDOT revising the speed limit on NC 43 between SR 1483 (Briarwood Lane) and the 0.101 mile mark north of SR 1481 (Gracie Farms Road).

Upon approval by the Board of this resolution in support of NCDOT's request to revise the speed limit, a copy of the approved resolution together with the required executed certification form will be sent to NCDOT. Upon receipt, NCDOT should take formal action to confirm the speed limit. Once City Staff have received documentation of that final action, Public Works will in turn request an update of the City's schedule of speed limits in Chapter 70 "Traffic and Vehicles" of the Municipal Code of Ordinances of the City of New Bern.

Recommendation

The Public Works Department has reviewed this request and recommends that the Board approve this NCDOT certification.

RESOLUTION

WHEREAS, NC 43 between State Route ("SR") 1483 (Briarwood Lane) and 0.101 mile north of SR 1481 (Gracie Farms Road) is a major street owned and maintained by NC Department of Transportation that is heavily traveled within the city limits of New Bern; and

WHEREAS, after completing an engineering and traffic investigation, NCDOT has recommended the speed limit in this area of NC 43 be reduced from 55 miles per hour ("MPH") to 50 MPH; and

WHEREAS, for the enhancement and benefit of public safety, NCDOT has asked for the City to support this reduction.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

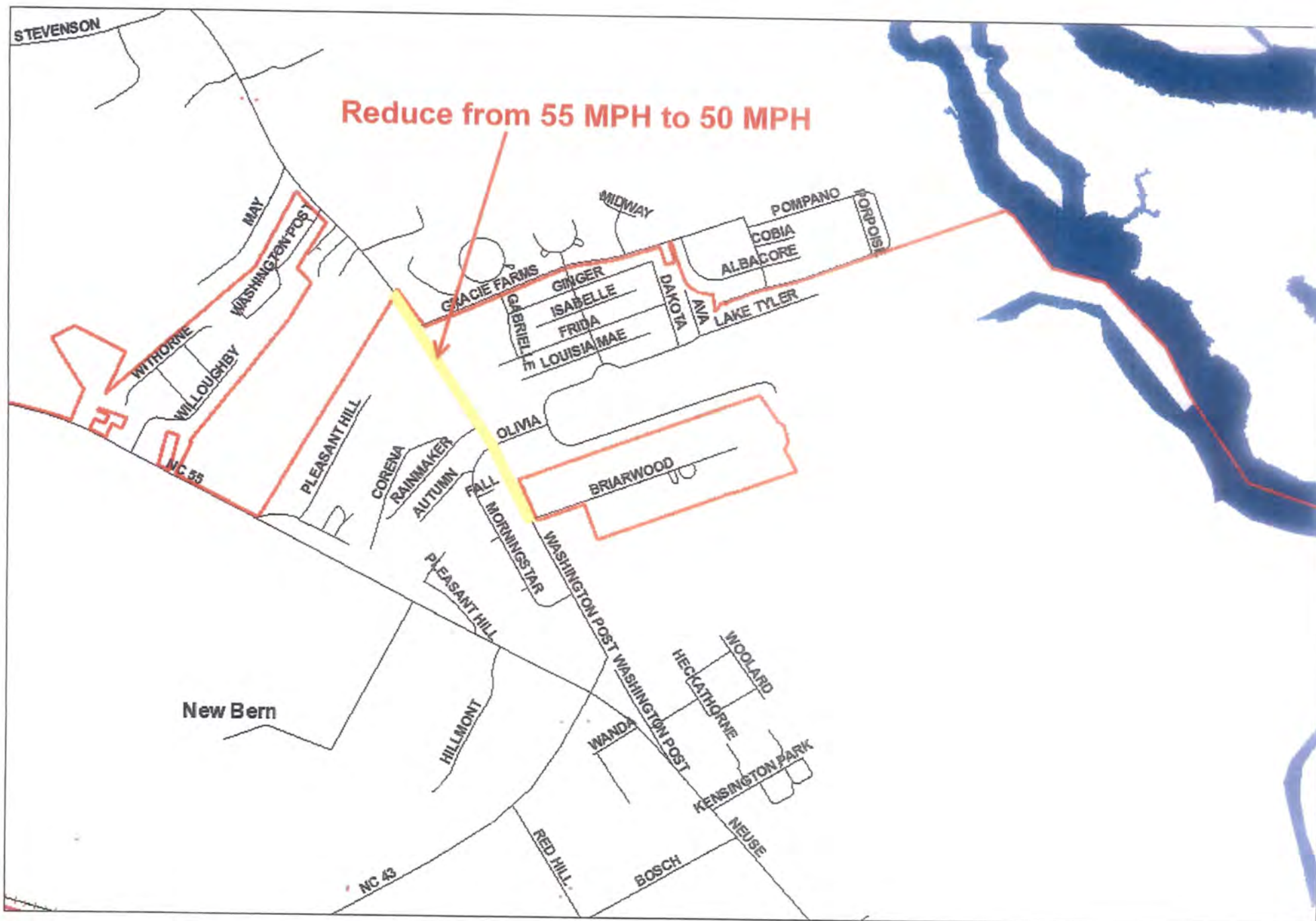
1. The City of New Bern hereby conveys support for the request made by NCDOT to reduce the speed limit from 55 MPH to 50 MPH on NC 43 between SR 1483 and 0.101 mile north of SR 1481; and

2. The City of New Bern, upon acknowledgement of formal action by NCDOT to reduce and post the new speed limit, will amend its schedule of maximum speed limits in Section 70-132 of the Code of Ordinances.

ADOPTED THIS 12th DAY OF JULY, 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK



Craven County GIS Briarwood Lane and Gracie Farms Rd

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on June 17, 2022 at 2:18:53 PM

1 inch = 1381 feet



**Certification of Municipal Declaration
To Enact Speed Limits and Request for Concurrence**

Concurring State Ordinance Number: 1076857

Division: 2 **County:** CRAVEN

Municipality: NEW BERN

Type: Municipal Speed Zones

Road: NC 43

Car: 50 MPH

Truck: 50 MPH

Description: Between SR 1483 (Briarwood Lane) and 0.101 mile north of SR 1481 (Gracie Farms Road).

Municipal Certification

I, Brenda E. Blanco, Clerk of the City of New Bern, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the 12th day of July, 20 22, the speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: _____ Page: _____ Resolution
Ordinance Number: _____

In witness whereof, I have hereunto set my
hand and the municipal seal this _____ day
of July, 20 22.

(signature)

(municipal seal)

Department of Transportation Approval

Division: _____ Title: _____ Date: _____

Region: _____ Title: _____ Date: _____

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider Adopting an Ordinance for the Demolition of 1503 Oak Drive.

Date of Meeting: 7/12/2022	Ward # if applicable: Ward 1
Department: Development Services	Person Submitting Item: Matt Schelly, Interim Director of Development Services
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing: N/A

Explanation of Item:	Staff is seeking approval of an Ordinance to demolish the structure located at 1503 Oak Drive.
Actions Needed by Board:	Adopt Ordinance
Backup Attached:	Memo, Ordinance, Chronological Order of Events

Is item time sensitive? ☐Yes ☐No

Will there be advocates/opponents at the meeting? ☐Yes ☐No

Cost of Agenda Item:

If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? ☐Yes ☐No

Additional Notes:



MEMORANDUM

TO: Mayor Dana Outlaw, City of New Bern Board of Aldermen

FROM: Matt Schelly, Interim Director Development Services

DATE: June 30, 2022

SUBJECT: Consider Adopting an Ordinance for the Demolition of 1503 Oak Drive.

Staff is seeking approval of an ordinance to demolish the structure located at 1503 Oak Drive.

The City of New Bern properly served the owners of record on February 27, 2020, March 17, 2020, and April 22, 2020, pursuant to Section 38-30 of the Code of Ordinances for the City of New Bern, complaining and alleging that the dwelling owned by Owners located at 1503 Oak Drive is unfit for human habitation.

The owners of the dwelling were ordered to demolish the dwelling located on the property and clear the debris, or to repair, alter or improve said dwelling to comply with the minimum standards established by Chapter 38 of the Code by July 19, 2020. To date no permits have been applied for and the structure remains non-compliant.

The Demolition estimate from Public Works is \$6,800, all utilities have been removed.

A complete list of chronological events related to the property as well as pictures are attached. Please contact Matt Schelly at 639-7583 should you have questions or need additional information.

Prepared by and return to:

Jaimee Bullock Mosley
DAVIS HARTMAN WRIGHT LLP
209 Pollock Street
New Bern, NC 28560

AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNFIT FOR HUMAN HABITATION LOCATED AT 1503 OAK DRIVE IN THE CITY OF NEW BERN, NORTH CAROLINA

THAT WHEREAS, the City of New Bern properly served Quanetta D. Smith, and spouse Clifton L. Smith (collectively "Owners"), on February 27, 2020, March 17, 2020 and April 22, 2020, pursuant to Section 38-30 of the Code of Ordinances for the City of New Bern, complaining and alleging that the dwelling owned by Owners located at 1503 Oak Drive in the City of New Bern, North Carolina (Craven County parcel identification number 8-038-9001) is unfit for human habitation; and

WHEREAS, the Owners of the certain dwelling located at 1503 Oak Drive in the City of New Bern, North Carolina ("Subject Property") were ordered to remove or demolish the dwelling located on the Subject Property and clear the debris therefrom, or to repair, alter or improve said dwelling to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern by July 19, 2020; and

WHEREAS, the Owners have been given a reasonable opportunity to comply with the aforementioned Order of the Building Inspector; and

WHEREAS, the Owners have failed to remove or demolish the dwelling and clear the debris therefrom, or to repair, alter or improve said dwelling to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern, as directed in said Order.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

Section 1. That the Building Inspector of the City of New Bern is ordered to remove or demolish the dwelling located on the Subject Property at 1503 Oak Drive in the City of New Bern, North Carolina, more particularly described as follows:

SEE EXHIBIT A ATTACHED HERETO.

Section 2. That the Building Inspector of the City of New Bern is ordered to sell the materials of the dwelling that are salvageable and shall credit the proceeds of the sale against the cost of the removal or demolition, and any balance remaining shall be deposited with the Clerk of Superior Court of Craven County, shall be secured in a manner directed by the court, and shall be disbursed by the court to the persons found to be entitled thereto by final order or decree of the court.

Section 3. That this ordinance shall be in full force and effect from and after its adoption.

ADOPTED THIS 12th DAY OF JULY 2022.

DANA E. OUTLAW, MAYOR

BRENDA E. BLANCO, CITY CLERK

EXHIBIT A

All that certain lot or parcel of land lying and being in Number Eight Township, Craven County, North Carolina, and being more particularly described as follows:

All that certain tract, parcel or lot of land lying and being situate in North Carolina, Craven County, No. Eight (8) Township and just beyond the New Bern City Limits on Country Club Road and being known, designated and referred to as Lot No. Fifteen (15) of that certain subdivision known as "Oak Park" according to plat prepared by R. C. Holten in November 1946 and registered in Map Book 2, Page 141, office of the Register of Deeds of Craven County, to which reference is hereby made for greater certainty of description as to the metes, lines and boundaries thereof. Said lot facing on Country Club Road with frontage on 88 feet and a depth of 175 feet on Oak Drive. This being the same and exact property as conveyed to Andrew Green and wife, Arlena Green, by deed dated 30 November 1946 and registered in Book 405, Page 112, office of the Register of Deeds of Craven County, to which reference is hereby made.

This conveyance is made subject to restrictive and protective covenants recorded in Book 1034, at Page 852 in the office of the Register of Deeds of Craven County.

CHRONOLOGICAL ORDER OF EVENTS

1503 Oak Drive
(Parcel ID# 8-038-9001)

[illegible]

CASE: 1503 Oak Dr

NARRATIVES:
8-038-9001

Inspector: P. H. K.

DATE: 3-3-2020

Quanetta Smith calls BI 252 617 2517 quanettasmith50@gmail

No one living in the house

Flood zone.

No Power or Water or gas

3720 5670 005 / AG

Maybe Hurricane Florence damage

3720 5479 OK 9'

Unknown if repairs are going to be done

- 3-17-2020 Hearing moved to 21 April 2020 per owner request

- 4-21-2020 Hearing moved to 19 May 2020 camera vis. concern, either
in person or via phone

5-19-2020 Hearing held

5-20-2020 OBI Filed and mailed

6-23-2020 - Dilapidated (OBI) exp 19 July 2020

- HO Quanetta Smith calls to update, BI returns call
no answer left message, sent follow up email.

- HO returns call,

7-22-2020 Email sent to HO after follow up phone call
w/ no answer

7-23-2020 exterior weeds removed, still cars on back of lot

req PW Demo estimate for Demo Agree. (\$6800.00)

7-29-2020 30 day to get permits

8-25-2020 email sent as reminder w/ blank building permit, HO still
waiting on funding, follow up 4 Sept 2020 → 7 Sept 2020

12-3-2021 Amended OBI Added Cameron County / City of New Bern

12-14-2021 - Demo completed; Demo Ord Reg sent to C.A.

1-27-2022 - Owner Demo pending

6-9-2022 - still no contact from owners, no permits applied for or issued
current p/s

Craven County Geographic Information System w-1

Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessment purposes.

This report was created by Craven County GIS reporting services on 12/18/2019 2:51:27 PM



Parcel ID : 8-038 -9001
Owner : SMITH, QUANETTA D & CLIFTON L
Mailing Address : 158 FINCH LN NEW BERN NC 28560
Property Address : 1503 OAK DR
Description : LOT 15 OAK PARK
Lot Description :

3720 5479 00K AE 9

Assessed Acreage : 0.328 Calculated Acreage : 0.330
Deed Reference : 2766-0794 Recorded Date : 10 22 2008
Recorded Survey :
Estate Number :
Land Value : \$13,500 Tax Exempt : No
Improvement Value : \$23,870 # of Improvements : 1
Total Value : \$37,370
City Name : NEW BERN Fire tax District :
Drainage District : Special District :
Land use : RESIDENTIAL - ONE FAMILY UNIT

10370 - 24,586.10
7570 - 18,439.57
5070 - 12,293.05

Same.
1-22-2020
2-5-2020
2-27-2020
12-31-2021
12-9-2021

Recent Sales Information

SALE DATE	Sellers Name	Buyers Name	Sale Type	Sale Price
10/22/2008	HERRING, HELEN G	SMITH, QUANETTA D & CLIFTON L	STRAIGHT TRANSFER	\$0
1/10/2005	SMITH, CLIFTON & QUANETTA	HERRING, HELEN G	STRAIGHT TRANSFER	\$0
9/17/2004	HERRING, HELEN G	SMITH, CLIFTON & QUANETTA	PROPERTY SPLIT	\$0

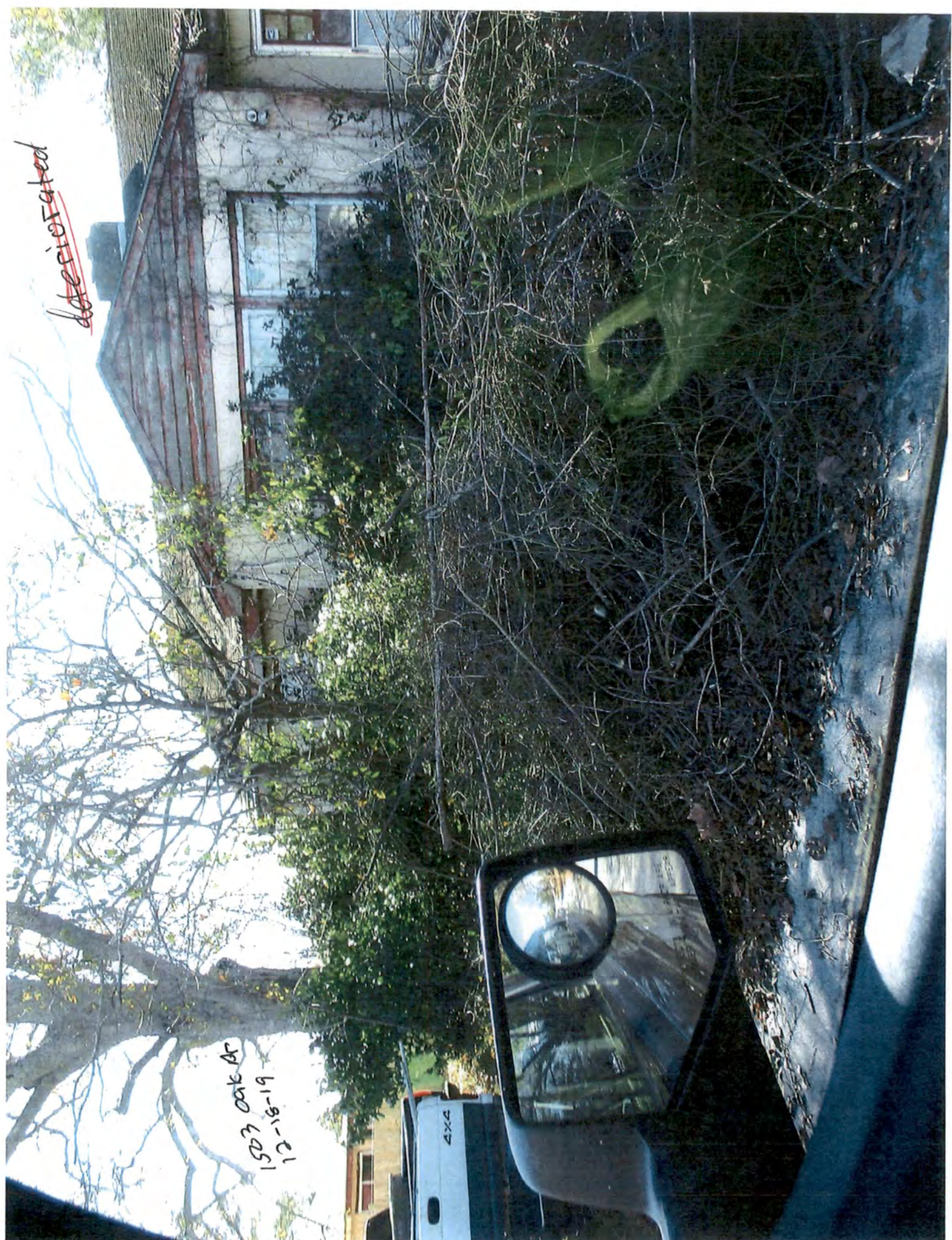
List of Improvements to Site

Type of Structure	Year Built	Base Area 1st Floor	Value
RESIDENTIAL CONSTRUCTION	1958	1152	\$23,870

~~depreciated~~

1503 Oak Dr
12-18-19

4x4



1903 oak Dr
12-18-19





1903 Oaks Dr 5-22-2020



1503 Oak Dr 5-22-2020





1403 Oak Dr 5-22-2020



1903 Oak Dr 5-22-2020



1503 Oak Dr 5-22-2020



1503 oak Dr 5-22-2020





000-21.5 at 50 750 2051

1503 Oak Dr 5:22pm





1503 Oaks Dr 5-22-200

1503 Oak Dr

12.13.2021



1503 Oak Dr

12-13-2021



1503 Oak Dr

12-13-2021



1503 Oak Dr 12-13-2021



1503 Oak Dr

12.13.2021





NEW BERN

NORTH CAROLINA

**300 Pollock Street, P.O. Box 1129
New Bern, NC 28563
(252)636-4000**

Return Receipt Requested

December 19, 2019

**Quanetta D & Clifton L Smith
158 Finch Ln
New Bern, NC 28560**

RE: 1503 Oak Dr, New Bern NC

Dear Property Owners:

It has come to our attention that the dwelling located at the above referenced address has deficiencies violating the City's Minimum Housing Code. Therefore, the Inspections Office is required to determine if the interior of the dwelling is in compliance with the Minimum Housing Code. Please contact my office within ten (10) days from the receipt of this letter so we can arrange a mutually convenient time to do an interior inspection and to discuss these deficiencies.

Please be advised that if you fail to contact this office within ten (10) days from the receipt of this letter an inspection can be conducted in your absence under the North Carolina General Statutes. All dwellings in the City of New Bern's Jurisdiction must comply with the Minimum Housing Code. A copy of this Code, Chapter 38 of the City of New Bern's Ordinance is available on-line at www.newbernnc.gov or is available thru our office.

Pursuant to Section 38-5 of the Ordinance of the City of New Bern, failure to comply with the requirements of the Minimum Housing Code will subject you to a civil penalty if you fail, neglect or refuse to comply with the Minimum Housing Code.

I can be reached by telephone at (252) 639-2943 or (252) 639-2941 or in person at the Building Inspections Office located at 303 First Street, New Bern.

Thank you for your prompt attention to this matter.

Sincerely,

Patrick J Ezel
Building Inspector
City of New Bern

Everything comes together here.

CERTIFICATE OF SERVICE

RE: 1503 Oak Dr, New Bern NC

I hereby certify that on December 19, 2019 I served a copy of the foregoing **Minimum Housing Letter** upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested; and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

Quanetta D & Clifton L Smith
158 Finch Ln
New Bern, NC 28560

7019 0700 0000 5131 1346

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	
Quanetta D & Clifton L Smith 158 Finch Ln New Bern, NC 28560 MH let 1503 Oak Dr	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	

NEW BERN, NC 28560
DEC 19 2019
Postmark Here

Director
Bern

Everything comes together here.

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051311346[Remove X](#)

Your item has been delivered to the original sender at 10:49 am on January 14, 2020 in NEW BERN, NC 28563.

Delivered

January 14, 2020 at 10:49 am
Delivered, To Original Sender
NEW BERN, NC 28563

[Get Updates ▾](#)[Feedback](#)

Text & Email Updates

Tracking History**January 14, 2020, 10:49 am**

Delivered, To Original Sender
NEW BERN, NC 28563

Your item has been delivered to the original sender at 10:49 am on January 14, 2020 in NEW BERN, NC 28563.

January 13, 2020, 10:33 am

Available for Pickup
NEW BERN, NC 28563

January 13, 2020, 10:27 am

Arrived at Unit

RALEIGH, NC 27676

January 12, 2020, 12:36 pm

Departed USPS Regional Facility

FAYETTEVILLE NC DISTRIBUTION CENTER ANNEX

January 12, 2020, 9:20 am

Arrived at USPS Regional Facility

FAYETTEVILLE NC DISTRIBUTION CENTER ANNEX

January 12, 2020, 12:49 am

Departed USPS Regional Facility

RALEIGH NC DISTRIBUTION CENTER

January 11, 2020, 11:01 am

Arrived at USPS Regional Facility

RALEIGH NC DISTRIBUTION CENTER

January 7, 2020, 11:20 am

Unclaimed/Being Returned to Sender

NEW BERN, NC 28562

December 23, 2019, 2:30 pm

Notice Left (No Authorized Recipient Available)

NEW BERN, NC 28560

December 23, 2019, 8:55 am

Out for Delivery

NEW BERN, NC 28562

December 23, 2019, 8:44 am

Arrived at Unit

NEW BERN, NC 28562

Feedback

December 22, 2019

In Transit to Next Facility

December 21, 2019, 10:27 pm

Departed USPS Regional Facility

FAYETTEVILLE NC DISTRIBUTION CENTER ANNEX

December 21, 2019, 8:46 am

Arrived at USPS Regional Facility

FAYETTEVILLE NC DISTRIBUTION CENTER ANNEX

December 20, 2019, 3:50 am

Arrived at USPS Regional Facility

CHARLOTTE NC DISTRIBUTION CENTER

Product Information

Feedback

See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051311346[Remove X](#)

We attempted to deliver your item at 2:30 pm on December 23, 2019 in NEW BERN, NC 28560 and a notice was left because an authorized recipient was not available. You may arrange redelivery by using the Schedule a Redelivery feature on this page or may pick up the item at the Post Office indicated on the notice beginning December 24, 2019. If this item is unclaimed by January 7, 2020 then it will be returned to sender.

Feedback

Delivery Attempt: Action Needed

December 23, 2019 at 2:30 pm
Notice Left (No Authorized Recipient Available)
NEW BERN, NC 28560

[Schedule Redelivery ✓](#)

Text & Email Updates

Schedule Redelivery

Tracking History**December 23, 2019, 2:30 pm**

Notice Left (No Authorized Recipient Available)

NEW BERN, NC 28560

We attempted to deliver your item at 2:30 pm on December 23, 2019 in NEW BERN, NC 28560

and a notice was left because an authorized recipient was not available. You may arrange redelivery by using the Schedule a Redelivery feature on this page or may pick up the item at the Post Office indicated on the notice beginning December 24, 2019. If this item is unclaimed by January 7, 2020 then it will be returned to sender.

December 23, 2019, 8:55 am

Out for Delivery

NEW BERN, NC 28562

December 23, 2019, 8:44 am

Arrived at Unit

NEW BERN, NC 28562

December 22, 2019

In Transit to Next Facility

December 21, 2019, 10:27 pm

Departed USPS Regional Facility

FAYETTEVILLE NC DISTRIBUTION CENTER ANNEX

December 21, 2019, 8:46 am

Arrived at USPS Regional Facility

FAYETTEVILLE NC DISTRIBUTION CENTER ANNEX

December 20, 2019, 3:50 am

Arrived at USPS Regional Facility

CHARLOTTE NC DISTRIBUTION CENTER

Feedback

Product Information

See Less

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

DAVIS HARTMAN WRIGHT, PLLC
Attorney's Report on Title

RE: 1503 Oak Drive (Tax Parcel #8-038-9001)

TITLE VESTED IN CLIFTON L. SMITH AND SPOUSE, QUANETTA D. SMITH

BY THE FOLLOWING INSTRUMENT:

Type: General Warranty Deed
Dated: October 21, 2008
Recorded: October 22, 2008
Book: 2766 Page: 794
Registry: Craven County Register of Deeds

LEGAL DESCRIPTION OF PROPERTY:

All that certain lot or parcel of land lying and being in Number Eight Township, Craven County, North Carolina, and being more particularly described as follows:

All that certain tract, parcel or lot of land lying and being situate in North Carolina, Craven County, No. Eight (8) Township and just beyond the New Bern City Limits on Country Club Road and being known, designated and referred to as Lot No. Fifteen (15) of that certain subdivision known as "Oak Park" according to plat prepared by R. C. Holten in November 1946 and registered in Map Book 2, Page 141, office of the Register of Deeds of Craven County, to which reference is hereby made for greater certainty of description as to the metes, lines and boudnaries thereof. Said lot facing on Country Club Road with frontage on 88 feet and a depth of 175 feet on Oak Drive. This being the same and exact property as conveyed to Andrew Green and wife, Arlena Green, by deed dated 30 November 1946 and registered in Book 405, Page 112, office of the Register of Deeds of Craven County, to which reference is hereby made.

This conveyance is made subject to restrictive and protective covenants recorded in Book 1034, at Page 852 in the office of the Register of Deeds of Craven County.

TAXES LISTED IN THE NAME OF QUANETTA D. SMITH AND CLIFTON L. SMITH, 158 FINCH LANE, NEW BERN, N.C. 28560:

Township: Eight	2020 Real Valuation:	\$37,370.00
Municipality: New Bern		

ABOVE PROPERTY IS SUBJECT TO:

- (a) Taxes and assessments: Taxes due Craven County and the City of New Bern.
- (b) Mortgages, deeds of trust, vendors, liens: NONE.
- (b) Judgments: NONE.
- (d) Mechanics' and materialmen's liens, known or recorded: NONE.

- (e) Liens in favor of state or federal government: NONE.
- (f) Lis pendens. NONE.
- (g) Leases, known or recorded: NONE.
- (h) Easements, restrictions, exceptions, reservations, limitations, conditions: NONE.
- (i) Other objections and defects: Any matters that an accurate survey might show.
- (j) Period of title search: From January 10, 2005 through January 21, 2020 at 10:30

a.m.

THIS 21st DAY OF JANUARY, 2020.

Respectfully submitted,

DAVIS HARTMAN WRIGHT, PLLC


By: 
Michael Scott Davis

EXHIBIT A

All that certain lot or parcel of land lying and being in Number Eight Township, Craven County, North Carolina, and being more particularly described as follows:

All that certain tract, parcel or lot of land lying and being situate in North Carolina, Craven County, No. Eight (8) Township and just beyond the New Bern City Limits on Country Club Road and being known, designated and referred to as Lot No. Fifteen (15) of that certain subdivision known as "Oak Park" according to plat prepared by R. C. Holten in November 1946 and registered in Map Book 2, Page 141, office of the Register of Deeds of Craven County, to which reference is hereby made for greater certainty of description as to the metes, lines and boudnaries thereof. Said lot facing on Country Club Road with frontage on 88 feet and a depth of 175 feet on Oak Drive. This being the same and exact property as conveyed to Andrew Green and wife, Arlena Green, by deed dated 30 November 1946 and registered in Book 405, Page 112, office of the Register of Deeds of Craven County, to which reference is hereby made.

This conveyance is made subject to restrictive and protective covenants recorded in Book 1034, at Page 852 in the office of the Register of Deeds of Craven County.

Patrick Ezel

Comp.

From: Patrick Ezel
Sent: Tuesday, January 7, 2020 4:26 PM
To: Peggy Garvick
Cc: Matthew Boswell
Subject: Title Options

Peggy,

Can we get title options on the following address when you get a chance, thank you again.

- 1503 Oak Dr
- 1202 Williams St
- 3106 Elizabeth Ave

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Stree
New Bern, NC
28560



NEW BERN

NORTH CAROLINA

300 Pollock Street, P.O. Box 1129
New Bern, NC 28563
(252)636-4000

Return Receipt Requested

February 7, 2020

Clifton L Smith
158 Finch Ln
New Bern, NC 28560

RE: 1503 Oak Dr, New Bern NC

Dear Property Owners:

It has come to our attention that the dwelling located at the above referenced address has deficiencies violating the City's Minimum Housing Code. Therefore, the Inspections Office is required to determine if the interior of the dwelling is in compliance with the Minimum Housing Code. Please contact my office within ten (10) days from the receipt of this letter so we can arrange a mutually convenient time to do an interior inspection and to discuss these deficiencies.

Please be advised that if you fail to contact this office within ten (10) days from the receipt of this letter an inspection can be conducted in your absence under the North Carolina General Statutes. All dwellings in the City of New Bern's Jurisdiction must comply with the Minimum Housing Code. A copy of this Code, Chapter 38 of the City of New Bern's Ordinance is available on-line at www.newbernnc.gov or is available thru our office.

Pursuant to Section 38-5 of the Ordinance of the City of New Bern, failure to comply with the requirements of the Minimum Housing Code will subject you to a civil penalty if you fail, neglect or refuse to comply with the Minimum Housing Code.

I can be reached by telephone at (252) 639-2943 or (252) 639-2941 or in person at the Building Inspections Office located at 303 First Street, New Bern.

Thank you for your prompt attention to this matter.

Sincerely,

Patrick J Ezel
Building Inspector
City of New Bern

Everything comes together here.

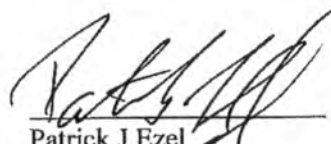
COPY

CERTIFICATE OF SERVICE

RE: 1503 Oak Dr, New Bern NC

I hereby certify that on February 7, 2020 I served a copy of the foregoing **Minimum Housing Letter** upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested; and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

**Clifton L Smith
158 Finch Ln
New Bern, NC 28560**


Patrick J Ezel
Building Inspector
City of New Bern



NEW BERN

NORTH CAROLINA

300 Pollock Street, P.O. Box 1129
New Bern, NC 28563
(252)636-4000

Return Receipt Requested

February 7, 2020

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560

RE: 1503 Oak Dr, New Bern NC

Dear Property Owners:

It has come to our attention that the dwelling located at the above referenced address has deficiencies violating the City's Minimum Housing Code. Therefore, the Inspections Office is required to determine if the interior of the dwelling is in compliance with the Minimum Housing Code. Please contact my office within ten (10) days from the receipt of this letter so we can arrange a mutually convenient time to do an interior inspection and to discuss these deficiencies.

Please be advised that if you fail to contact this office within ten (10) days from the receipt of this letter an inspection can be conducted in your absence under the North Carolina General Statutes. All dwellings in the City of New Bern's Jurisdiction must comply with the Minimum Housing Code. A copy of this Code, Chapter 38 of the City of New Bern's Ordinance is available on-line at www.newbernnc.gov or is available thru our office.

Pursuant to Section 38-5 of the Ordinance of the City of New Bern, failure to comply with the requirements of the Minimum Housing Code will subject you to a civil penalty if you fail, neglect or refuse to comply with the Minimum Housing Code.

I can be reached by telephone at (252) 639-2943 or (252) 639-2941 or in person at the Building Inspections Office located at 303 First Street, New Bern.

Thank you for your prompt attention to this matter.

Sincerely,

Patrick J Ezel
Building Inspector
City of New Bern

COPY

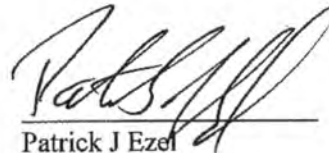
Everything comes together here.

CERTIFICATE OF SERVICE

RE: 1503 Oak Dr, New Bern NC

I hereby certify that on February 7, 2020 I served a copy of the foregoing **Minimum Housing Letter** upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested; and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

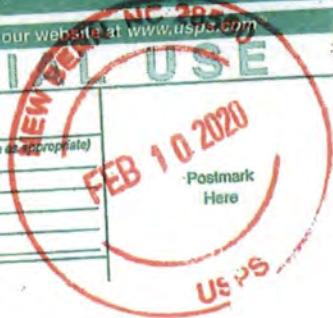
**Quanetta D Smith
158 Finch Ln
New Bern, NC 28560**

A handwritten signature in black ink, appearing to read 'Patrick J Ezel', written over a horizontal line.

Patrick J Ezel
Building Inspector
City of New Bern

7019 0700 0000 5131 1537

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	
Quanetta D Smith 158 Finch Ln New Bern, NC 28560 MH let 1503 Oak Dr	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	



7019 0700 0000 5131 1544

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	
Clifton L Smith 158 Finch Ln New Bern, NC 28560 MH let 1503 Oak Dr	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	



ALERT: USPS WILL BE TEMPORARILY SUSPENDING THE GUARANTEE ON PRIORIT...

USPS Tracking®

[FAQs >](#)

[Track Another Package +](#)

Tracking Number: 70190700000051311544

[Remove X](#)

Your item was delivered to an individual at the address at 12:35 pm on February 11, 2020 in NEW BERN, NC 28560.

Feedback

Delivered

February 11, 2020 at 12:35 pm
Delivered, Left with Individual
NEW BERN, NC 28560

[Get Updates ✓](#)

Text & Email Updates



Tracking History



February 11, 2020, 12:35 pm
Delivered, Left with Individual
NEW BERN, NC 28560
Your item was delivered to an individual at the address at 12:35 pm on February 11, 2020 in NEW BERN, NC 28560.

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

ALERT: USPS WILL BE TEMPORARILY SUSPENDING THE GUARANTEE ON PRIORIT...

USPS Tracking®

[FAQs >](#)

Track Another Package +


Tracking Number: 70190700000051311537

[Remove X](#)

Your item was delivered to an individual at the address at 12:35 pm on February 11, 2020 in NEW BERN, NC 28560.

 **Delivered**

February 11, 2020 at 12:35 pm
Delivered, Left with Individual
NEW BERN, NC 28560

Get Updates 

Feedback

Text & Email Updates



Tracking History



February 11, 2020, 12:35 pm

Delivered, Left with Individual
NEW BERN, NC 28560

Your item was delivered to an individual at the address at 12:35 pm on February 11, 2020 in NEW BERN, NC 28560.

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

COMPLETE THIS SECTION

Complete items 1, 2, and 3.
 Write your name and address on the reverse
 so we can return the card to you.
 Attach this card to the back of the mailpiece,
 front if space permits.

Addressed to:

Mr D Smith
 1503 Oak Ln
 Raleigh, NC 28560
 503 Oak Dr



9402 4927 9063 1261 26

Number (Transfer from service label)

700 0000 5131 1537

© 1991, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Quanetta Smith*

☐ Agent
☒ Addressee

B. Received by (Printed Name)

Quanetta Smith

C. Date of Delivery

2-11-2020

D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☒ No

3. Service Type

☐ Adult Signature
☐ Adult Signature Restricted Delivery
☐ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ Insured Mail Restricted Delivery
 (over \$500)

☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted
 Delivery
☐ Return Receipt for
 Merchandise
☐ Signature Confirmation™
☐ Signature Confirmation
 Restricted Delivery

Domestic Return Receipt

COMPLETE THIS SECTION

Complete items 1, 2, and 3.
 Write your name and address on the reverse
 so we can return the card to you.
 Attach this card to the back of the mailpiece,
 front if space permits.

Addressed to:

Mr L Smith
 1503 Oak Ln
 Raleigh, NC 28560
 1503 Oak Dr



9402 4927 9063 1261 19

Number (Transfer from service label)

0700 0000 5131 1544

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Quanetta Smith*

☐ Agent
☒ Addressee

B. Received by (Printed Name)

Quanetta Smith

C. Date of Delivery

2-11-2020

D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☒ No

3. Service Type

☐ Adult Signature
☐ Adult Signature Restricted Delivery
☐ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ Insured Mail Restricted Delivery

☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted
 Delivery
☐ Return Receipt for
 Merchandise
☐ Signature Confirmation™
☐ Signature Confirmation
 Restricted Delivery

NORTH CAROLINA
CRAVEN COUNTY

2021 FEB 27 A 10:39

CRAVEN COUNTY, C.S.C.

FILE# 20-M-162

THE CITY OF NEW BERN, Plaintiff -VS- QUANETTA D SMITH (OWNER) CLIFTON L SMITH (SPOUSE OF OWNER) Defendant-Owners CRAVEN COUNTY and CITY OF NEW BERN, Lienholders
--

BEFORE THE BUILDING INSPECTOR

OF THE CITY OF NEW BERN

**COMPLAINT
(Residential Building or Structure)
AND
NOTICE OF HEARING/
NOTICE OF LIS PENDENS**

THE CITY OF NEW BERN ALLEGES AND SAYS THAT:

1. In accordance with North Carolina General Statutes Section 160A, Article 19, Part 6, and Chapter 38-29 of the Code of the City of New Bern ("Chapter 38"), the undersigned Building Inspector for the City of New Bern has done a preliminary investigation to determine if the dwelling identified herein has been properly maintained so that the safety or health of its occupants are not jeopardized for failure of the property to meet the minimum standards established by Chapter 38 and to determine if the dwelling identified is unfit for human habitation.

2. The preliminary investigation has disclosed that there is a basis for believing that the residential building or structure located at 1503 Oaks Drive, New Bern, North Carolina, Tax Map Designation 8-038-9001 is in violation of the minimum standards established by Chapter 38 and may unfit for human habitation as evidenced by the following:

a. No person shall occupy as owner-occupant, or let to another for occupancy or use as a human habitation, any dwelling or dwelling unit which exhibits any of the conditions described in the definition of unfit for human habitation in Section 38-1 of Code of Ordinances of the City of New Bern.

b. Unfit for human habitation means a residential building which contains any of the following conditions, which conditions the chief building inspector or his designee shall have found render such building dangerous or injurious to the health, safety, or morals of the occupants of the dwelling, the occupants of neighboring dwellings, or other residents of the

COPY

city: Dilapidation, decay, insanitary conditions or disrepair which is dangerous to the health, safety or general welfare of the occupants, or other people in the city.

c. A vacant residential dwelling unit that has been inspected and found to be unfit for human habitation may not be occupied until its owner receives a certificate of occupancy from the city.

d. All exterior surfaces shall be structurally sound, waterproof, weatherproof, and vermin proof.

e. All exterior finishes shall be weathertight with no holes, cracks or rotted boards which permit outside air or water to penetrate rooms.

f. Exterior foundation, walls, and roofs. Each foundation wall, exterior wall, and exterior roof shall be substantially weathertight, watertight and rodent proof; shall be kept in sound condition and good repair; shall be capable of affording privacy; shall be safe to use and capable of supporting the load which normal use may cause to be placed thereon. Every exterior wall shall be protected with paint or other protective covering to prevent the entrance or penetration of moisture or the weather.

3. Quanetta D Smith, owner and Clifton L Smith, spouse of owner, are parties of interest.

4. Craven County and the City of New Bern are parties in interest as there are outstanding taxes due on the property.

5. A hearing will be held on the **17th day of March 2020, at 2:00 pm.** in the office of the City Building Inspector located at 303 First Street, New Bern, North Carolina.

6. You have the right to file an answer to this Complaint by writing to the Building Inspector of the City of New Bern, P.O. Box 1129, New Bern, NC 28563-1129.

7. You have the right to appear at the above-scheduled hearing, in person or otherwise, and give testimony.

8. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the City Building Inspector.

9. Following the hearing, the undersigned Building Inspector may issue an order to repair, alter, improve, vacate and close, or remove or demolish the structure or building and clear the debris therefrom, as appears appropriate. Failure to comply with an order of the Building Inspector will result in the assessment of the following civil penalties as required by Code Section 38-5 of the Code of Ordinances of the City of New Bern:

- The sum of \$500.00 for failure to comply with said order within thirty-one (31) days of its expiration;

- An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to

COPY

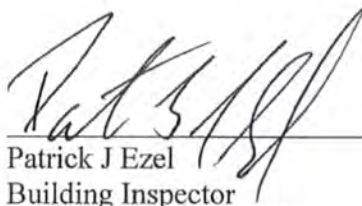
comply with said order within sixty-one (61) days of its expiration;

- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure to comply with said order within ninety-one (91) days of its expiration;

- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with said order within one hundred twenty-one (121) days of its expiration; and

- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional thirty (30) days, or fraction thereof, for failure to comply with said order after one hundred twenty-one (121) days of its expiration.

This 27th day of February 2020.



Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
(252) 639-2943

COPY

CERTIFICATE OF SERVICE

RE: 1503 Oaks Drive, New Bern, NC

I hereby certify that on the This 27th day of February 2020. I served a copy of the foregoing Complaint (Residential Building Or Structure) and Notice of Hearing/Notice of Lis Pendens upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560

Owner of Dwelling

7019 0700 0000 5131 1759

Reg
cert deliv 3-3-2020

Clifton L Smith
158 Finch Ln
New Bern, NC 28560

Spouse of Owner of Dwelling

7019 0700 0000 5131 1742

Reg
cert 3-3-2020

Craven County
c/o Arey W. Grady, Esq.

Sumrell Sugg
Post Office Drawer 889
New Bern, NC 28563

Lienholder

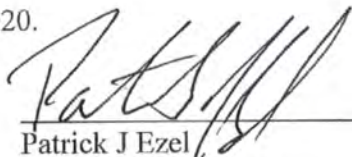
7019 0700 0000 5131 1766

Reg
cert 3-3-2020

I further certify that on This 27th day of February 2020. I personally delivered a copy of the foregoing Complaint (Residential Building Or Structure) and Notice of Hearing/Notice of Lis Pendens to the following persons at the addresses indicated:

Mark Stephens, City Manager
City of New Bern
300 Pollock Street
New Bern, NC 28560
Lienholder

Dated: This 27th day of February 2020.



Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
(252) 639-2943

COPY

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051311759[Remove X](#)

Your item was delivered to an individual at the address at 11:12 am on March 3, 2020 in NEW BERN, NC 28560.

Delivered

March 3, 2020 at 11:12 am
Delivered, Left with Individual
NEW BERN, NC 28560

[Get Updates v](#)[Feedback](#)

Text & Email Updates

Tracking History**March 3, 2020, 11:12 am**

Delivered, Left with Individual
NEW BERN, NC 28560

Your item was delivered to an individual at the address at 11:12 am on March 3, 2020 in NEW BERN, NC 28560.

March 3, 2020, 8:02 am
Out for Delivery
NEW BERN, NC 28562

March 3, 2020, 7:51 am
Arrived at Unit
NEW BERN, NC 28562

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051311742[Remove X](#)

Your item was delivered to an individual at the address at 11:12 am on March 3, 2020 in NEW BERN, NC 28560.

Delivered

March 3, 2020 at 11:12 am
Delivered, Left with Individual
NEW BERN, NC 28560

[Get Updates ▾](#)[Feedback](#)

Text & Email Updates

Tracking History**March 3, 2020, 11:12 am**

Delivered, Left with Individual
NEW BERN, NC 28560

Your item was delivered to an individual at the address at 11:12 am on March 3, 2020 in NEW BERN, NC 28560.

March 3, 2020, 8:02 am
Out for Delivery
NEW BERN, NC 28562

March 3, 2020, 7:51 am
Arrived at Unit
NEW BERN, NC 28562

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051311766[Remove X](#)

Your item has been delivered and is available at a PO Box at 11:39 am on March 3, 2020 in NEW BERN, NC 28560.

Delivered

March 3, 2020 at 11:39 am
Delivered, PO Box
NEW BERN, NC 28560

[Get Updates ∨](#)[Feedback](#)

Text & Email Updates

Tracking History**March 3, 2020, 11:39 am**

Delivered, PO Box

NEW BERN, NC 28560

Your item has been delivered and is available at a PO Box at 11:39 am on March 3, 2020 in NEW BERN, NC 28560.

March 3, 2020, 10:21 am

Available for Pickup

NEW BERN, NC 28560

March 3, 2020, 10:11 am

Arrived at Unit

NEW BERN, NC 28562

March 3, 2020, 8:02 am

Out for Delivery

NEW BERN, NC 28562

Product Information

**See Less** ^

Feedback

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

019 0700 0000 5131 1759

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee \$
 Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$
 Postage \$
 Here

USPS

MAR 2 - 2020

Clifton L Smith
 158 Finch Ln
 New Bern, NC 28560
 MH ltr 1503 Oaks Dr

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 Clifton L Smith
 158 Finch Ln
 New Bern, NC 28560
 MH ltr 1503 Oaks Dr



9590 9402 4927 9063 1258 08

2. Article Number (Transfer from service label)

70190700000051311759

PS Form 3811, July 2015 PSN 7530-02-000-9053

Domestic Return Receipt

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 X *Quanetta D Smith* ☒ Agent ☐ Address

B. Received by (Printed Name) *Quanetta D Smith* C. Date of Delivery *3-3-20*

D. Is delivery address different from item 1? ☐ Yes ☒ No
 If YES, enter delivery address below:

3. Service Type
- | | |
|--|---|
| <input type="checkbox"/> Adult Signature | <input type="checkbox"/> Priority Mail Express® |
| <input type="checkbox"/> Adult Signature Restricted Delivery | <input type="checkbox"/> Registered Mail™ |
| <input type="checkbox"/> Certified Mail® | <input type="checkbox"/> Registered Mail Restricted Delivery |
| <input type="checkbox"/> Certified Mail Restricted Delivery | <input type="checkbox"/> Return Receipt for Merchandise |
| <input type="checkbox"/> Collect on Delivery | <input type="checkbox"/> Signature Confirmation |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Insured Mail | |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) | |

019 0700 0000 5131 1742

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee \$
 Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$
 Postage \$
 Here

USPS

MAR 2 - 2020

Quanetta D Smith
 158 Finch Ln
 New Bern, NC 28560
 MH ltr 1503 Oaks Dr

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 Quanetta D Smith
 158 Finch Ln
 New Bern, NC 28560
 MH ltr 1503 Oaks Dr



9590 9402 4927 9063 1258 22

2. Article Number (Transfer from service label)

70190700000051311742

PS Form 3811, July 2015 PSN 7530-02-000-9053

Domestic Return Receipt

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 X *Quanetta D Smith* ☐ Agent ☐ Address

B. Received by (Printed Name) *Quanetta D Smith* C. Date of Delivery *3-3-20*

D. Is delivery address different from item 1? ☐ Yes ☒ No
 If YES, enter delivery address below:

3. Service Type
- | | |
|--|---|
| <input type="checkbox"/> Adult Signature | <input type="checkbox"/> Priority Mail Express® |
| <input type="checkbox"/> Adult Signature Restricted Delivery | <input type="checkbox"/> Registered Mail™ |
| <input type="checkbox"/> Certified Mail® | <input type="checkbox"/> Registered Mail Restricted Delivery |
| <input type="checkbox"/> Certified Mail Restricted Delivery | <input type="checkbox"/> Return Receipt for Merchandise |
| <input type="checkbox"/> Collect on Delivery | <input type="checkbox"/> Signature Confirmation |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Insured Mail | |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) | |

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

New Bern, NC 28563
 Post Office Drawer 889
 Sumrell Sugg
 c/o Arey W. Grady, Esq.
 Craven County

USPS

MAR 2 - 2020

1503 Oaks Dr

OFFICIAL USE

For delivery information, visit our website at www.usps.com.

CERTIFIED MAIL® RECEIPT
Domestic Mail Only

Certified Mail Fee \$
 Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$
 Postage \$
 Here

019 0700 0000 5131 1766

NORTH CAROLINA
CRAVEN COUNTY

FILED

2020 MAR 17 P 11:18

THE CITY OF NEW BERN, C.S.C.
Plaintiff

-VS-

BY

QUANETTA D SMITH (OWNER)
CLIFTON L SMITH (SPOUSE OF OWNER)
Defendant-Owners

CRAVEN COUNTY and CITY OF NEW BERN,
Lienholders

BEFORE THE BUILDING
INSPECTOR OF THE CITY OF
NEW BERN
FILE# 20 M 162

**COMPLAINT
(Residential Building or Structure)
AND
NOTICE OF HEARING/
NOTICE OF LIS PENDENS**

AMENDMENT

THE CITY OF NEW BERN ALLEGES AND SAYS THAT:

1. The original Complaint and Notice of Hearing/Notice of Lis Pendens filed on 27th Day of February 2020. A hearing was set to be held on March 17, 2020; however, due to coronavirus concerns and the modified closure of some governmental offices the hearing was not held. Thus, this Amended Complaint is being filed to notify all interested parties of a new hearing date.

2. In accordance with North Carolina General Statutes Section 160A, Article 19, Part 6, and Section 38-29 of the Code of the City of New Bern, the undersigned Building Inspector for the City of New Bern has done a preliminary investigation to determine if the dwelling identified as 1503 Oaks Drive, New Bern, NC, Tax Map Designation 8-038-9001 is in violation of the minimum standards established by Chapter 38 and may unfit for human habitation.

70190700 0000 5131 2039-Deliv
2022-Deliv
2015-Deliv

3. The preliminary investigation has disclosed that there is a basis for believing that the dwelling bearing postal enumeration 1503 Oaks Drive, New Bern, North Carolina, is unfit for human habitation.

4. Therefore, a hearing to be held on the **21st Day of April 2020 at 2:00 p.m.** in the office of the City Building Inspector 303 First Street.

5. You have the right to file an answer to this Complaint with the Building Inspector in person at the hearing or by writing to the Building Inspector of the City of New Bern, PO Box 1129, New Bern, North Carolina, 28563-1129, (252-639-2947).

6. You have the right to appear at the above-scheduled hearing, in person or otherwise, and give testimony.

7. Shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:

- The sum of \$500.00 for failure to comply with said order within thirty-one (31) days of its expiration;
- An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with said order within sixty-one (61) days of its expiration;
- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure to comply with said order within ninety-one (91) days of its expiration;
- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with said order within one hundred twenty-one (121) days of its expiration; and
- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional thirty (30) days, or fraction thereof, for failure to comply with said order after one hundred twenty-one (121) days of its expiration.

This 17th Day of March 2020.


Patrick J Ezel
Building Inspector/
Minimum Housing Officer
City of New Bern
(252) 639-2943

CERTIFICATE OF SERVICE

RE: 1503 Oaks Drive, New Bern NC

I hereby certify that on the 17th Day of March, 2020, I served a copy of the foregoing AMENDED Complaint and Notice of Hearing/Notice of Lis Pendens upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

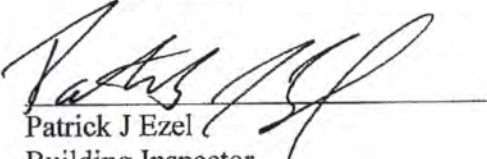
Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
Owner of Dwelling

Clifton L. Smith
158 Finch Ln
New Bern, NC 28560
Spouse of Owner of Dwelling

Craven County
c/o Arey W. Grady, Esq.
Sumrell Sugg
Post Office Drawer 889
New Bern, NC 28563
Lienholder

I further certify that on This 17th day of March 2020. I personally delivered a copy of the foregoing Complaint (Residential Building Or Structure) and Notice of Hearing/Notice of Lis Pendens to the following persons at the addresses indicated:

Mark Stephens, City Manager
City of New Bern
300 Pollock Street
New Bern, NC 28560
Lienholder


Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
(252) 639-2943

7019 0700 0000 5131 2015

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
 \$ _____

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postage
 \$ _____

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oaks Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



7019 0700 0000 5131 2022

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
 \$ _____

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postage
 \$ _____

Clifton L Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oaks Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



7019 0700 0000 5131 2039

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
 \$ _____

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postage
 \$ _____

Craven County
c/o Arey W. Grady, Esq.
Sumrell Sugg
Post Office Drawer 889
New Bern, NC 28563

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



1503 Oaks Dr

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1 Article Addresscard to

Craven County
c/o Arey W. Grady, Esq.
Sumrell Sugg
Post Office Drawer 889
New Bern, NC 28563



9590 9402 4927 9063 1260 72

2. Article Number (Transfer from service label)

701901006000 5131 2039

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Lauren Garvick*☒ Agent☐ Addressee

B. Received by (Printed Name)

Lauren Garvick

C. Date of Delivery

03/20/2020

D. Is delivery address different from item 1? ☐ YesIf YES, enter delivery address below: ☐ No

3. Service Type

☐ Adult Signature☐ Adult Signature Restricted Delivery☐ Certified Mail®☐ Certified Mail Restricted Delivery☐ Collect on Delivery☐ Collect on Delivery Restricted Delivery☐ Insured Mail☐ Insured Mail Restricted Delivery (over \$500)☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☐ Return Receipt for Merchandise☐ Signature Confirmation™☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

USPS TRACKING #



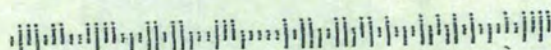
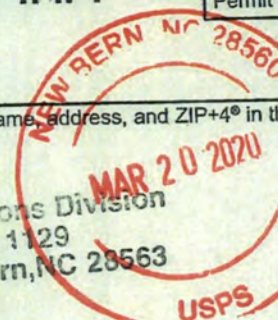
9590 9402 4927 9063 1260 72

United States
Postal Service

• Sender: Please print your name, address, and ZIP+4® in this box •

Inspections Division
PO Box 1129
New Bern, NC 28563

First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oaks Dr



9590 9402 4927 9063 1259 52

2. Article Number (Transfer from service label)

7019 0700 0000 5131 2015

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Quanetta D Smith*

- ☐ Agent
☐ Addressee

B. Received by (Printed Name)

Quanetta D Smith

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☐ No

3. Service Type

- | | |
|--|---|
| <input type="checkbox"/> Adult Signature | <input type="checkbox"/> Priority Mail Express® |
| <input type="checkbox"/> Adult Signature Restricted Delivery | <input type="checkbox"/> Registered Mail™ |
| <input type="checkbox"/> Certified Mail® | <input type="checkbox"/> Registered Mail Restricted Delivery |
| <input type="checkbox"/> Certified Mail Restricted Delivery | <input type="checkbox"/> Return Receipt for Merchandise |
| <input type="checkbox"/> Collect on Delivery | <input type="checkbox"/> Signature Confirmation™ |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Insured Mail | |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) | |

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:

Clifton L Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oaks Dr



9590 9402 4927 9063 1259 69

2. Article Number (Transfer from service label)

7019 0700 0000 5131 2022

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

☐ Agent☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

- | | |
|--|---|
| <input type="checkbox"/> Adult Signature | <input type="checkbox"/> Priority Mail Express® |
| <input type="checkbox"/> Adult Signature Restricted Delivery | <input type="checkbox"/> Registered Mail™ |
| <input type="checkbox"/> Certified Mail® | <input type="checkbox"/> Registered Mail Restricted Delivery |
| <input type="checkbox"/> Certified Mail Restricted Delivery | <input type="checkbox"/> Return Receipt for Merchandise |
| <input type="checkbox"/> Collect on Delivery | <input type="checkbox"/> Signature Confirmation™ |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Insured Mail | |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) | |

Domestic Return Receipt

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051312022[Remove X](#)

Your item was delivered to an individual at the address at 1:11 pm on March 19, 2020 in NEW BERN, NC 28560.

Delivered

March 19, 2020 at 1:11 pm
Delivered, Left with Individual
NEW BERN, NC 28560

[Feedback](#)[Get Updates ✓](#)

[Text & Email Updates](#)

[Tracking History](#)**March 19, 2020, 1:11 pm**

Delivered, Left with Individual
NEW BERN, NC 28560

Your item was delivered to an individual at the address at 1:11 pm on March 19, 2020 in NEW BERN, NC 28560.

March 19, 2020, 7:56 am

Out for Delivery

NEW BERN, NC 28562

March 19, 2020, 7:45 am

Arrived at Unit

NEW BERN, NC 28562

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

CERTIFICATE OF SERVICE

RE: 1503 Oaks Drive, New Bern NC

I hereby certify that on the 22nd Day of April, 2020, I served a copy of the foregoing Amended Complaint and Notice of Hearing/Notice of Lis Pendens upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
Owner of Dwelling

7019 0700 0000 5130 6338
cert mail - delv
reg mail -

Clifton L Smith
158 Finch Ln
New Bern, NC 28560
Spouse of Owner of Dwelling

5345
cert mail - delv
reg mail -

Craven County
c/o Arey W. Grady, Esq.
Sumrell Sugg
Post Office Drawer 889
New Bern, NC 28563
Lienholder

5352
cert mail - delv
reg mail -

I further certify that on This 22nd Day of April 2020. I personally delivered a copy of the foregoing Complaint (Residential Building Or Structure) and Notice of Hearing/Notice of Lis Pendens to the following persons at the addresses indicated:

Mark Stephens, City Manager
City of New Bern
300 Pollock Street
New Bern, NC 28560
Lienholder

Patrick J Ezel

Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
(252) 639-2943

NORTH CAROLINA
CRAVEN COUNTY

FILED

2020 APR 22 A 10:33

THE CITY OF NEW BERN, CRAVEN CO., C.S.C.

Plaintiff

-VS-

QUANETTA D SMITH (OWNER)
CLIFTON L SMITH (SPOUSE OF OWNER)
Defendant-Owners

CRAVEN COUNTY and CITY OF NEW BERN,
Lienholders

BEFORE THE BUILDING
INSPECTOR OF THE CITY OF
NEW BERN

FILE# 20 M 162

**COMPLAINT
(Residential Building or Structure)
AND
NOTICE OF HEARING/
NOTICE OF LIS PENDENS**

AMENDMENT

THE CITY OF NEW BERN ALLEGES AND SAYS THAT:

1. The original Complaint and Notice of Hearing/Notice of Lis Pendens filed on 27th Day of February 2020. A hearing was set to be held on April 21, 2020; however, due to coronavirus concerns and the modified closure of some governmental offices the hearing was not held. Thus, this Amended Complaint is being filed to notify all interested parties of a new hearing date.
2. In accordance with North Carolina General Statutes Section 160A, Article 19, Part 6, and Section 38-29 of the Code of the City of New Bern, the undersigned Building Inspector for the City of New Bern has done a preliminary investigation to determine if the dwelling identified as 1503 Oaks Drive, New Bern, NC, Tax Map Designation 8-038-9001 is in violation of the minimum standards established by Chapter 38 and may unfit for human habitation.

3. The preliminary investigation has disclosed that there is a basis for believing that the dwelling bearing postal enumeration 1503 Oaks Drive, New Bern, North Carolina, is unfit for human habitation.

4. Therefore, a hearing to be held on the **19th Day of May 2020 at 2:00 p.m.** in the office of the City Building Inspector 303 First Street, or via telephone.

5. You have the right to file an answer to this Complaint with the Building Inspector in person at the hearing or by writing to the Building Inspector of the City of New Bern, PO Box 1129, New Bern, North Carolina, 28563-1129, (252-639-2947).

6. You have the right to appear at the above-scheduled hearing, in person or otherwise, and give testimony.

7. Shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:

- The sum of \$500.00 for failure to comply with said order within thirty-one (31) days of its expiration;
- An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with said order within sixty-one (61) days of its expiration;
- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure to comply with said order within ninety-one (91) days of its expiration;
- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with said order within one hundred twenty-one (121) days of its expiration; and
- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional thirty (30) days, or fraction thereof, for failure to comply with said order after one hundred twenty-one (121) days of its expiration.

This 22nd Day of April 2020.

Patrick J Ezel

Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
(252) 639-2943

7019 0700 0000 5130 5352

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee \$

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postage

Craven County
c/o Arey W. Grady, Esq.
Sumrell Sugg
Post Office Drawer 889
New Bern, NC 28563

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

NEW BERN, NC 28562
APR 23 2020
USPS
1503 Oaks Dr

7019 0700 0000 5130 5345

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee \$

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postage

Clifton L Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oaks Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

NEW BERN, NC 28562
APR 23 2020
USPS

7019 0700 0000 5130 5338

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee \$

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postage

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oaks Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

NEW BERN, NC 28562
APR 23 2020
USPS

SENDER: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
Print your name and address on the reverse
so that we can return the card to you.
Attach this card to the back of the mailpiece,
or on the front if space permits.

Addressed to:

Netta D Smith
Finch Ln
Bern, NC 28560
1503 Oaks Dr



9590 9402 4197 8121 6077 10

Service Number (Transfer from service label)

0700000051305338

3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X MDAWSON R5

☒ Agent
☐ Addressee

B. Received by (Printed Name)

COVID19

C. Date of Delivery

4-24

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☒ No

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☐ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over \$500)
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

SENDER: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
Print your name and address on the reverse
so that we can return the card to you.
Attach this card to the back of the mailpiece,
or on the front if space permits.

Addressed to:

Neton L Smith
Finch Ln
Bern, NC 28560
1503 Oaks Dr



9590 9402 4197 8121 6077 27

Service Number (Transfer from service label)

0700000051305345

3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X MDAWSON R5

☒ Agent
☐ Addressee

B. Received by (Printed Name)

COVID19

C. Date of Delivery

4-24

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☒ No

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☐ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over \$500)
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051305338[Remove X](#)

Your item was delivered to an individual at the address at 11:32 am on April 24, 2020 in NEW BERN, NC 28560.

Delivered

April 24, 2020 at 11:32 am
Delivered, Left with Individual
NEW BERN, NC 28560

[Get Updates ∨](#)[Feedback](#)

Text & Email Updates

Tracking History**April 24, 2020, 11:32 am**

Delivered, Left with Individual
NEW BERN, NC 28560

Your item was delivered to an individual at the address at 11:32 am on April 24, 2020 in NEW BERN, NC 28560.

April 24, 2020, 8:09 am

Arrived at Unit

NEW BERN, NC 28562

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051305345[Remove X](#)

Your item was delivered to an individual at the address at 11:32 am on April 24, 2020 in NEW BERN, NC 28560.

Delivered

April 24, 2020 at 11:32 am
Delivered, Left with Individual
NEW BERN, NC 28560

[Get Updates ▾](#)[Feedback](#)

[Text & Email Updates](#)

[Tracking History](#)**April 24, 2020, 11:32 am**

Delivered, Left with Individual
NEW BERN, NC 28560

Your item was delivered to an individual at the address at 11:32 am on April 24, 2020 in NEW BERN, NC 28560.

April 24, 2020, 8:08 am

Arrived at Unit

NEW BERN, NC 28562

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

USPS Tracking®

[FAQs >](#)[Track Another Package +](#)**Tracking Number:** 70190700000051305352[Remove X](#)

Your item has been delivered and is available at a PO Box at 12:07 pm on April 28, 2020 in NEW BERN, NC 28560.

Delivered

April 28, 2020 at 12:07 pm
Delivered, PO Box
NEW BERN, NC 28560

[Get Updates ▾](#)[Feedback](#)

[Text & Email Updates](#)

[Tracking History](#)**April 28, 2020, 12:07 pm**

Delivered, PO Box
NEW BERN, NC 28560

Your item has been delivered and is available at a PO Box at 12:07 pm on April 28, 2020 in NEW BERN, NC 28560.

April 24, 2020, 10:34 am
Out for Delivery
NEW BERN, NC 28562

April 24, 2020, 10:23 am
Arrived at Unit
NEW BERN, NC 28562

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

Craven County
c/o Arey W. Grady, Esq.
Sumrell Sugg
Post Office Drawer 889
New Bern, NC 28563



9590 9402 4197 8121 6077 34

2. Article Number (Transfer from service label)

7019 0700 0000 5130 5352

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

☒ Agent

☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1?

☐ Yes

If YES, enter delivery address below:

☐ No

3. Service Type

☐ Adult Signature

☐ Adult Signature Restricted Delivery

☐ Certified Mail®

☐ Certified Mail Restricted Delivery

☐ Collect on Delivery

☐ Collect on Delivery Restricted Delivery

☐ Insured Mail

☐ Insured Mail Restricted Delivery (over \$500)

☐ Priority Mail Express®

☐ Registered Mail™

☐ Registered Mail Restricted Delivery

☐ Return Receipt for Merchandise

☐ Signature Confirmation™

☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2015 PSN 7530-02-000-9053

1503 Oaks Dr

Domestic Return Receipt

DATE: 5-19-2020

ADDRESS: 1503 Oaks Drive

ATTENDEES: Quanetta Smith 252 617 2917 quanettasmith50@gmail.com

OBSERVERS Patrick Greel, Building Inspector, Minimum Housing Officer

NOTIFIED BUT NOT PRESENT:

Clifton L Smith 252 514 8294

VIOLATIONS: Vegetation around house + property overgrown, boarded up windows due to broken windows, Flood damage from Hurricane Florence to include electric floor, sub floor, walls, insulation, HVAC system.
Quanetta has verified sink falling through floor and parts of the ceiling has collapsed.

OWNERS: INTENTIONS: Possible Demo

NOTES: House and property are in A5 Floodzone.

Value of home (GIS 5-19-2020) \$23,870.00

Damages to home exceed 75% of value

Quanetta Smith was given a list of Demo contractors.

Building Inspector was given verbal permission to enter house without Owner's present to take pictures.

FINDINGS:

STATUS OF DWELLING: ~~Deteriorated~~ Dilapidated

ORDER WILL READ: 60 days to comply w/ OBI, 60 days to find Contractor to start Demo.

70 M 162
Dislap
GTP 1956/2020

Certificate of Service

Re: 1503 Oak Drive, New Bern, NC

I hereby certify that on the 19th Day of May 2020, I served a copy of the foregoing **Order of the Building Inspector** upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

Quanetta D Smith 7019070000051305598
158 Finch Ln
New Bern, NC 28560
Owner of Dwelling
cert mail - Delv
reg mail -

Clifton L Smith 7019070000051305604
158 Finch Ln
New Bern, NC 28560
Spouse of Owner of Dwelling
cert mail - Delv
reg mail -

Patrick J Ezel

Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
252-639-2943

FILED

North Carolina
City of New Bern

2020 MAY 20 A 11:34

CRAVEN COUNTY, N.C.

BY 

Before the Building
Inspector of the City of New Bern

File# **20 M 162**

Order of the Building

Inspector of the

City of New Bern

The City of New Bern,
Plaintiff
-VS-

Quanetta D Smith (Owner)
Clifton L Smith (Spouse of Owner)
Defendant-Owners

This matter came on to be heard and was heard before the undersigned Building Inspector of the City of New Bern, at a hearing in the office of the Building Inspector of the City of New Bern on the 19th day of May, 2020; and

Upon Hearing evidence and testimony in this matter, the Building Inspector of the City of New Bern found the following facts:

1. Patrick J Ezel, Building Inspector appeared on behalf of the City of New Bern. Quanetta D Smith was present.
2. The following were properly notified but not present; Clifton L Smith, Spouse of Quanetta D Smith.
3. Quanetta D Smith and Clifton L Smith, the real property located at 1503 Oak Drive, New Bern, North Carolina, and further identified by Craven County Tax Identification number 8-038-9001.
4. The dwelling located at 1503 Oak Drive, New Bern, North Carolina does not meet the

Minimum housing standard set forth in Chapter 38 of the City of New Bern's Ordinance due to deterioration and defects, increasing the hazard of fire, accidents, or other calamities.

5. The dwelling is presently vacant.

6. It is the opinion of the Inspections Department of the City of New Bern that the dwelling cannot be repaired, altered, or improved to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern at a cost less than seventy-five (75%) percent of the value, and, therefore, it is a **dilapidated** dwelling as defined by Chapter 38 of the Code of the City of New Bern. As a result, thereof, no one shall reside in or occupy said dwelling.

7. The aforesaid dwelling must remain vacated, closed, secured and must be repaired, altered, improved **or** demolished/removed to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern.

8. The Subject dwelling requires work to be performed by subcontractors to bring it into compliance with the minimum standards established by Chapter 38 of the Code of the City of New Bern. All work such as electrical, plumbing, gas, heating and air conditioning must be performed by persons licensed by the State of North Carolina to perform such work and shall be inspected as required by law. Electrical service will only be provided with a temporary service pole or a generator with city noise restrictions applying.

9. After finding the aforementioned facts, the Building Inspector ordered that the Owners shall:

- a. Repair, alter, improve, or remove/demolish said dwelling to comply with the minimum standards, established by Chapter 38 of the Code of the City of New Bern no later than **July 19, 2020**
- b. Ensure all permits are obtained prior to work beginning.
- c. Ensure that all mechanical work be performed by persons licensed by the State of North

Carolina to perform such work, and that all such work is inspected as required by law.

d. Ensure that lead paint, if any, on the exterior of said dwelling is abated in compliance with the regulations enforced by the Craven County Health Department.

e. Property and structure (s) to be brought into compliance with Article XVI of the Appendix A of the Land Use Ordinance of the City of New Bern, which is commonalty, called the Flood Plain Ordinance.

f. Shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:

- The sum of \$500.00 for failure to comply with said order within thirty-one (31) days of its expiration;

- An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with said order within sixty-one (61) days of its expiration;

- An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure comply with said order within ninety-one (91) days of its expiration;

- An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with said order within one hundred twenty-one (121) days of its expiration; and

- An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional 30-days or fraction thereof for failure to comply with said order after one hundred twenty-one (121) days of its expiration.

This 19th Day of May 2020

Patrick J Ezel

Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
252-639-2943

7019 0700 0000 5130 5598

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT <i>Domestic Mail Only</i>	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	
Quanetta D Smith 158 Finch Ln New Bern, NC 28560 MH ltr 1503 Oak Dr	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	



7019 0700 0000 5130 5604

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT <i>Domestic Mail Only</i>	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	
Clifton L Smith 158 Finch Ln New Bern, NC 28560 MH ltr 1503 Oak Dr	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	



SENDER: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
Print your name and address on the reverse
so that we can return the card to you.
Attach this card to the back of the mailpiece,
or on the front if space permits.

Article Addressed to:
Lifton L Smith
58 Finch Ln
New Bern, NC 28560
1111 H Itr 1503 Oak Dr



9590 9402 4197 8121 6078 57

Article Number (Transfer from service label)

10190700000051305604

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

B. Received by (Printed Name)

Volanda Davis

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

Covid 19

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☐ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over \$500)

- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

ALERT: DUE TO LIMITED TRANSPORTATION AVAILABILITY AS A RESULT OF NATIO...

USPS Tracking®

[FAQs >](#)

[Track Another Package +](#)

Tracking Number: 70190700000051305598

[Remove X](#)

Your item was delivered to an individual at the address at 12:04 pm on May 21, 2020 in NEW BERN, NC 28560.

Feedback

Delivered

May 21, 2020 at 12:04 pm
Delivered, Left with Individual
NEW BERN, NC 28560

[Get Updates v](#)

Text & Email Updates



Tracking History



May 21, 2020, 12:04 pm

Delivered, Left with Individual
NEW BERN, NC 28560

Your item was delivered to an individual at the address at 12:04 pm on May 21, 2020 in NEW BERN, NC 28560.

May 21, 2020, 8:37 am

Out for Delivery

NEW BERN, NC 28562

May 21, 2020, 8:26 am

Arrived at Unit

NEW BERN, NC 28562

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oak Dr



9590 9402 4197 8121 6078 40

2. Article Number (Transfer from service label)

7019 0700 0000 5130 5598

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *[Signature]*

☒ Agent

☐ Addressee

B. Received by (Printed Name)

Yolanda Davis

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes

If YES, enter delivery address below: ☐ No

Covid 19

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☐ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over \$500)

- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

Patrick Ezel

From: Patrick Ezel
Sent: Tuesday, June 23, 2020 8:23 AM
To: quanettasmith50@gmail.com
Cc: Matthew Boswell
Subject: 1503 Oak Dr

Mr. and Mrs. Smith,

Thank you for the follow up phone call on what you have done to the property to date. Making progress is always the way that we should be moving on this.

There are some follow up questions that I have on this property: there were and or are vehicles on the property, are they yours? Is your intent to still demo this property and or have you found a contractor to do this yet?

Just a reminder that the Order of the Building Inspector does state that the property must be in compliance by 19 July 2020. Thank you again for your time and if there are any questions or concerns, please let us know.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

6-23-2020
Cass, not there's

Patrick Ezel

From: Toby Hare
Sent: Friday, July 24, 2020 9:49 AM
To: Patrick Ezel; Daryl Nelson
Cc: Sherri Baldree
Subject: RE: Demo Estimate 1503 Oak Dr

Demo estimate for this property will be \$6800.00

From: Patrick Ezel <ezelp@newbernnc.gov>
Sent: Thursday, July 23, 2020 2:19 PM
To: Daryl Nelson <nelsondr@newbernnc.gov>; Toby Hare <haret@newbernnc.gov>
Cc: Sherri Baldree <baldrees@newbernnc.gov>
Subject: Demo Estimate 1503 Oak Dr

All,

When you have time can we get a demolition estimate on 1503 Oak Dr? Thank you again.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

NOTE: Please be advised, City of New Bern email addresses changed to user@newbernnc.gov as of October 23rd 2018. Please update your address book accordingly. Thank you for your assistance with this change. -----

----- If
you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

NOTE: Please be advised, City of New Bern email addresses changed to user@newbernnc.gov as of October 23rd 2018. Please update your address book accordingly. Thank you for your assistance with this change. -----

----- If
you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

Patrick Ezel

From: Patrick Ezel
Sent: Thursday, July 23, 2020 2:19 PM
To: Daryl Nelson; Toby Hare
Cc: Sherri Baldree
Subject: Demo Estimate 1503 Oak Dr

All,

When you have time can we get a demolition estimate on 1503 Oak Dr? Thank you again.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

Patrick Ezel

From: Patrick Ezel
Sent: Friday, December 3, 2021 3:44 PM
To: Jaimee Mosley
Cc: Matthew Boswell; Gregory Holmes
Subject: 1503 Oak Dr (Parcel ID # 8-038-9001)
Attachments: 20211203153928605.pdf

Jaimee,

This is one that I am preparing to send to you for an ordinance for demo. I noticed that on the TO and on GIS that taxes (Craven County/City of New Bern) needed to be notified. This was not done. Do I have to file an amendment on the OBI and mail them a copy, or is this something that you will just send them electronically? Thank you again.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

Certificate of Service

Re: 1503 Oak Drive, New Bern, NC (Parcel ID # 8-038-9001)

I hereby certify that on the 7th Day of December 2021, I served a copy of the foregoing **Amended Order of the Building Inspector** upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
7021 0350 0001 8412 8181

Res
cert - Delv 12.9.2021

Spouse of Quanetta D Smith, if any
158 Finch Ln
New Bern, NC 28560
7021 0350 0001 8412 8198

Res
cert - Delv 12.9.2021

Clifton L Smith
158 Finch Ln
New Bern, NC 28560
7021 0350 0001 8412 8204

Res
cert - Delv 12.9.2021

Spouse of Clifton L Smith, if any
158 Finch Ln
New Bern, NC 28560

Res
cert

Craven County
c/o Arey W. Grady, III
244-A Craven St
New Bern, NC 28560

Res
cert - 12.10.2021

7021 0350 0001 8412 8211

unknown Craven card
returned no signature

7021 0350 0001 8412 8228

I further certify that on this the 7th Day of December 2021, I served a copy of the foregoing **Amended Order of the Building Inspector** to the following persons at the addresses indicated:

Foster Hughes, City Manager
City of New Bern
300 Pollock Street
New Bern, NC 28560

Patrick J Ezel

Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
252-639-2943

NORTH CAROLINA

FILED

BEFORE THE BUILDING INSPECTOR
OF THE CITY OF NEW BERN

COUNTY OF CRAVEN 2021 DEC -6 A 10: 54

CRAVEN COUNTY, C.S.C.

THE CITY OF NEW BERN, BY CM
Plaintiff

v.

QUANETTA D SMITH AND SPOUSE, if any;
Defendants-Owners

CRAVEN COUNTY AND CITY OF NEW BERN,
Lienholders

File# **20 M 162**

ORDER OF THE
BUILDING INSPECTOR
OF THE CITY OF NEW BERN

AMENDED

THIS MATTER came on to be heard and was heard before the undersigned Building Inspector of the City of New Bern, at a hearing in the office of the Building Inspector of the City of New Bern on the 19th day of May, 2020; and

UPON HEARING evidence and testimony in this matter, the Building Inspector of the City of New Bern found the following facts:

1. Patrick J Ezel, Building Inspector appeared on behalf of the City of New Bern. Quanetta D Smith was present.
2. The following were properly notified but not present; Clifton L Smith, Spouse of Quanetta D Smith.
3. Quanetta D Smith and Clifton L Smith, the real property located at 1503 Oak Drive, New Bern, North Carolina, and further identified by Craven County Tax Identification number 8-038-

9001.

4 The dwelling located at 1503 Oak Drive, New Bern, North Carolina does not meet the Minimum housing standard set forth in Chapter 38 of the City of New Bern's Ordinance due to deterioration and defects, increasing the hazard of fire, accidents, or other calamities.

5. The dwelling is presently vacant.

6. It is the opinion of the Inspections Department of the City of New Bern that the dwelling cannot be repaired, altered, or improved to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern at a cost less than seventy-five (75%) percent of the value, and, therefore, it is a **dilapidated** dwelling as defined by Chapter 38 of the Code of the City of New Bern. As a result, thereof, no one shall reside in or occupy said dwelling.

7. The aforesaid dwelling must remain vacated, closed, secured and must be repaired, altered, improved **or** demolished/removed to comply with the minimum standards established by Chapter 38 of the Code of the City of New Bern.

8. The Subject dwelling requires work to be performed by subcontractors to bring it into compliance with the minimum standards established by Chapter 38 of the Code of the City of New Bern. All work such as electrical, plumbing, gas, heating and air conditioning must be performed by persons licensed by the State of North Carolina to perform such work and shall be inspected as required by law. Electrical service will only be provided with a temporary service pole or a generator with city noise restrictions applying.

9. After finding the aforementioned facts, the Building Inspector ordered that the Owners shall:

a. Repair, alter, improve, or remove/demolish said dwelling to comply with the minimum

standards, established by Chapter 38 of the Code of the City of New Bern no later than **July 19, 2020**

- b. Ensure all permits are obtained prior to work beginning.
- c. Ensure that all mechanical work be performed by persons licensed by the State of North Carolina to perform such work, and that all such work is inspected as required by law.
- d. Ensure that lead paint, if any, on the exterior of said dwelling is abated in compliance with the regulations enforced by the Craven County Health Department.
- e. Property and structure (s) to be brought into compliance with Article XVI of the Appendix A of the Land Use Ordinance of the City of New Bern, which is commonalty, called the Flood Plain Ordinance.
- f. Shall be assessed a civil penalty as required by the City Code Section 38-5 as follows:
 - The sum of \$500.00 for failure to comply with said order within thirty-one (31) days of its expiration;
 - An additional sum of \$1,000.00 (for a total sum of \$1,500.00) for failure to comply with said order within sixty-one (61) days of its expiration;
 - An additional sum of \$1,500.00 (for a total sum of \$3,000.00) for failure comply with said order within ninety-one (91) days of its expiration;
 - An additional sum of \$2,000.00 (for a total sum of \$5,000.00) for failure to comply with said order within one hundred twenty-one (121) days of its expiration; and
 - An additional sum of \$2,000.00 (\$5,000.00 plus \$2,000.00 per month) for each additional 30-days or fraction thereof for failure to comply with said order after one hundred twenty-one (121) days of its expiration.

This 6th Day of December 2021

Patrick J Ezel

Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
252-639-2943

Certificate of Service

Re: 1503 Oak Drive, New Bern, NC (Parcel ID # 8-038-9001)

I hereby certify that on the 7th Day of December 2021, I served a copy of the foregoing **Amended Order of the Building Inspector** upon the following persons by depositing a true and correct copy thereof in an envelope with proper postage affixed thereto for mailing by certified mail, return receipt requested, and also by placing a true and correct copy thereof in another envelope with proper postage affixed thereto for mailing by regular first class mail, and depositing said envelopes in a regular depository for the United States mail at New Bern, North Carolina, addressed as follows:

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560

Spouse of Quanetta D Smith, if any
158 Finch Ln
New Bern, NC 28560

Clifton L Smith
158 Finch Ln
New Bern, NC 28560

Spouse of Clifton L Smith, if any
158 Finch Ln
New Bern, NC 28560

Craven County
c/o Arey W. Grady, III
244-A Craven St
New Bern, NC 28560

I further certify that on this the 7th Day of December 2021, I served a copy of the foregoing **Amended Order of the Building Inspector** to the following persons at the addresses indicated:

Foster Hughes, City Manager
City of New Bern
300 Pollock Street
New Bern, NC 28560

Patrick J Ezel

Patrick J Ezel
Building Inspector
Minimum Housing Officer
City of New Bern
252-639-2943

7021 0350 0001 8412 8211

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

Spouse of Clifton L Smith if any
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oak Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7021 0350 0001 8412 8204

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

Clifton L Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oak Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7021 0350 0001 8412 8198

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

Spouse of Quanetta D Smith, if any
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oak Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7021 0350 0001 8412 8181

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

Quanetta D Smith
158 Finch Ln
New Bern, NC 28560
MH ltr 1503 Oak Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7021 0350 0001 8412 8228

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postmark
Here

Postage

Craven County
c/o Arey W. Grady, III
244-A Craven St
New Bern, NC 28560
MH ltr 1503 Oak Dr

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

Track Another Package +

Tracking Number: 70210350000184128181

Remove X

Your item was delivered to an individual at the address at 2:14 pm on December 9, 2021 in NEW BERN, NC 28560.

Feedback

✓ **Delivered, Left with Individual**

December 9, 2021 at 2:14 pm
NEW BERN, NC 28560

Get Updates ▾

Text & Email Updates



Tracking History



Product Information



See Less ^

Tracking Number: 70210350000184128198

Remove X

Your item was delivered to an individual at the address at 2:14 pm on December 9, 2021 in NEW BERN, NC 28560.

 **Delivered, Left with Individual**

December 9, 2021 at 2:14 pm
NEW BERN, NC 28560

Get Updates v

See More v

Feedback

Tracking Number: 70210350000184128204

Remove X

Your item was delivered to an individual at the address at 2:14 pm on December 9, 2021 in NEW BERN, NC 28560.

 **Delivered, Left with Individual**

December 9, 2021 at 2:14 pm

December 9, 2021 at 2:14 pm
NEW BERN, NC 28560

Get Updates 

See More 

Tracking Number: 7210350000184128211

Remove 

Status Not Available


The tracking number may be incorrect or the status update is not yet available. Please verify your tracking number and try again later.

Feedback

Tracking Number: 70210350000184128228

Remove 

Your item has been delivered to an agent for final delivery in NEW BERN, NC 28560 on December 10, 2021 at 9:57 am.

 **Delivered to Agent for Final Delivery**

December 10, 2021 at 9:57 am

DECEMBER 10, 2021 at 9:07 am
NEW BERN, NC 28560

Get Updates ✓

See More ✓

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs

Feedback

SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY																	
<ul style="list-style-type: none"> ■ Complete Items 1, 2, and 3. ■ Print your name and address on the reverse so that we can return the card to you. ■ Attach this card to the back of the mailpiece, or on the front if space permits. 		<p>A. Signature <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>X</p>																	
<p>1. Article Addressed to:</p> <p>Spouse of Clifton L Smith if any 158 Finch Ln New Bern, NC 28560 MH ltr 1503 Oak Dr</p>		<p>B. Received by (<i>Printed Name</i>)</p>	<p>C. Date of Delivery</p>																
<p>2. Article Number (<i>Transfer from service label</i>)</p> <p>70210350000184128211</p>		<p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p>																	
<p>9590 9402 6750 1074 3887 71</p>		<p>3. Service Type</p> <table border="0"> <tr> <td><input type="checkbox"/> Adult Signature</td> <td><input type="checkbox"/> Priority Mail Express®</td> </tr> <tr> <td><input type="checkbox"/> Adult Signature Restricted Delivery</td> <td><input type="checkbox"/> Registered Mail™</td> </tr> <tr> <td><input type="checkbox"/> Certified Mail®</td> <td><input type="checkbox"/> Registered Mail Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Certified Mail Restricted Delivery</td> <td><input type="checkbox"/> Signature Confirmation™</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery</td> <td><input type="checkbox"/> Signature Confirmation Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery Restricted Delivery</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Insured Mail</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)</td> <td></td> </tr> </table>		<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®	<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™	<input type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery	<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Signature Confirmation™	<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery	<input type="checkbox"/> Collect on Delivery Restricted Delivery		<input type="checkbox"/> Insured Mail		<input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)	
<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®																		
<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™																		
<input type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery																		
<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Signature Confirmation™																		
<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery																		
<input type="checkbox"/> Collect on Delivery Restricted Delivery																			
<input type="checkbox"/> Insured Mail																			
<input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)																			

Patrick Ezel

From: Patrick Ezel
Sent: Friday, February 4, 2022 10:26 AM
To: Jaimee Mosley
Cc: Matthew Boswell; Gregory Holmes; Marvin Williams; Jeffrey Ruggieri
Subject: RE: Message from SMITH QUANETTA (2526172517)

Jaimee,

I do not see any harm on waiting till Monday on a reply, if any. If no reply come, I will prepare the final package for a demo ordinance on this property. If anything changes, please let us know. Thank you again for your time.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Wednesday, February 2, 2022 2:53 PM
To: Patrick Ezel <ezelp@newbernnc.gov>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: Re: Message from SMITH QUANETTA (2526172517)

I have not received a response to my email to Mrs. Smith from January 24th which included a draft settlement agreement. I called Mrs. Smith today but had to leave a message. I sent her another email today. I'll let you know if I hear back from her by the end of the week.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>
Date: Thursday, January 27, 2022 at 11:24 AM
To: Jaimee Mosley <jbm@dhwlegal.com>

Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: RE: Message from SMITH QUANETTA (2526172517)

I look forward to seeing if they sign the agreement. I will keep everything on hold. Thank you again.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Tuesday, January 18, 2022 2:40 PM
To: Patrick Ezel <ezelp@newbernnc.gov>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: Re: Message from SMITH QUANETTA (2526172517)

I spoke with Ms. Smith today. I've given her a few options short of the City obtaining a demolition ordinance. She's going to give me a call back on Friday after having an opportunity to speak with her husband. I'll keep you guys in the loop.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>
Date: Friday, January 14, 2022 at 11:05 AM
To: Jaimee Mosley <jbm@dhwlegal.com>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: RE: Message from SMITH QUANETTA (2526172517)

Ok, thank you for the update.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street

New Bern, NC
28560

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Friday, January 14, 2022 9:40 AM
To: Patrick Ezel <ezelp@newbernnc.gov>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: Re: Message from SMITH QUANETTA (2526172517)

I didn't reach Ms. Smith, but I left her a message. I'll let you know if/when she calls me back.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>
Date: Thursday, January 13, 2022 at 4:22 PM
To: Jaimee Mosley <jbm@dhwlegal.com>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: FW: Message from SMITH QUANETTA (2526172517)

Jaimee,

This is a voice mail on 1503 Oak Dr. lets talk about this.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

From: Cisco Unity Connection Messaging System <unityconnection@newbernnc.gov>
Sent: Wednesday, January 5, 2022 4:42 PM
To: Patrick Ezel <ezelp@newbernnc.gov>
Subject: Message from SMITH QUANETTA (2526172517)

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

Patrick Ezel

*Mrs. Smith
292 617 2517*

From: Patrick Ezel
Sent: Thursday, March 17, 2022 3:08 PM
To: Jaimee Mosley
Cc: Matthew Boswell
Subject: RE: 1503 Oak Drive

*3.22.22
✓ email*

Jaimee,

I like what is being said. Like we discussed in our meeting on Monday, if we do not hear from them on a demolition permit **no later than 2 May 2022**, then we should move forward with the minimum housing process. I do not see any harm in sending this to the BOA for an ordinance prior to the 2 May 2022 deadline.

Patrick J Ezel

Building Inspector 1
Minimum Housing Officer
Office - 252-639-2943
Cell - 252-671-1781
303 First St
PO Box 1129
New Bern, NC 28563

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Thursday, March 17, 2022 2:55 PM
To: Jaimee Mosley <jbm@dhwlegal.com>
Cc: Patrick Ezel <ezelp@newbernnc.gov>
Subject: Re: 1503 Oak Drive

Mrs. Smith,

Thank you for your text message today. I understand you and your family have not yet selected a demolition company. It is important to establish a reasonable timeframe in which certain benchmarks can be met. Please let me know a reasonable timeframe in which you can have the structure removed.

As I indicated on Monday, the City is willing to waive any and all penalties if the property can be brought into compliance within a reasonable time. However, the Inspections Department will present a demolition ordinance to the Board of Alderman if you are unable to demonstrate some progress. Please feel free to contact me or the minimum housing officer, Patrick Ezel, to discuss this matter further.

Jaimee

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Jaimee Mosley <jbm@dhwlegal.com>
Date: Monday, March 14, 2022 at 12:31 PM
To: "quanettasmith50@gmail.com" <quanettasmith50@gmail.com>
Subject: Re: 1503 Oak Drive

Good morning Mrs. Smith,

Unfortunately, I was unable to reach you by phone today. I understand from our conversation on March 10, 2022, that you and your husband have selected a demolition company to demolish the structure located at 1503 Oak Drive. Demolishing the structure will bring the property into compliance with the City's minimum housing code and will negate any further enforcement action.

Attached is a settlement agreement which formalizes the City's intent to waive any and all penalties once the property is brought into compliance. Please look over the terms of the attached agreement. I am happy to adjust the dates in paragraphs 3-6 to accommodate your demolition company's schedule. Please feel free to reach out if you or Mr. Smith have questions. I look forward to hearing from you soon.

Jaimee

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
[209 Pollock Street, New Bern, NC 28560](#)
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Jaimee Mosley <jbm@dhwlegal.com>
Date: Tuesday, March 1, 2022 at 12:59 PM
To: "quanettasmith50@gmail.com" <quanettasmith50@gmail.com>
Subject: Re: 1503 Oak Drive

Ms. Smith,

Thank you again for speaking with me. I left a message for Mr. Smith, and I look forward to hearing back from him. I understand you and Mr. Smith have discussed wanting to demolish the structure. Please let me know if you all have identified a company to do the demolition. To date, no demolition permits have been obtained from the City's Development Services department.

As I indicated during our telephone conversation, I would very much like to work with you and Mr. Smith to resolve the minimum housing issue without further enforcement action. However, if there are no plans to demolish the structure or otherwise bring it into compliance with the City's Code, the inspections department will present an ordinance to the Board of Aldermen to demolish the structure and assess the costs as a tax lien. Please feel free to contact me or the minimum housing officer, Patrick Ezel, to discuss this matter further.

Jaimee

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP

209 Pollock Street, New Bern, NC 28560

Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com

Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Jaimee Mosley <jbm@dhwlegal.com>

Date: Thursday, February 17, 2022 at 3:00 PM

To: "guanettasmith50@gmail.com" <guanettasmith50@gmail.com>

Subject: Re: 1503 Oak Drive

Hello Mrs. Smith,

I hope you are doing well. I haven't received a call from Mr. Smith yet. Also, it doesn't appear that any permits have been requested for the structure located at 1503 Oak Dr. Please give me a call at your earliest convenience to discuss resolving this matter.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP

209 Pollock Street, New Bern, NC 28560

Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com

Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Jaimee Mosley <jbm@dhwlegal.com>

Date: Monday, February 7, 2022 at 11:05 AM

To: "guanettasmith50@gmail.com" <guanettasmith50@gmail.com>

Subject: Re: 1503 Oak Drive

Hello again Mrs. Smith,

Thank you for speaking with me this morning. As I stated in our telephone conversation, please feel free to share my contact with Mr. Smith. I would be happy to answer any questions he might have. I understand you and your husband want to hire a private demolition company to demolish the structure. Please note the company will be required to obtain a demolition permit from the City's Development Services department located at 303 First Street, New Bern. I'm going to let Mr. Ezel know to be on the lookout for your permit application.

I look forward to hearing from you and your husband soon.

Sincerely,
Jaimee

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Jaimee Mosley <jbm@dhwlegal.com>
Date: Wednesday, February 2, 2022 at 2:45 PM
To: "quanettasmith50@gmail.com" <quanettasmith50@gmail.com>
Subject: Re: 1503 Oak Drive

Good afternoon Mrs. Smith,

I reached out to you by phone and left a voicemail message. Please feel free to reply to this email instead of returning my phone call if this is more convenient. I'm reaching out to you to follow up on our conversation from January. Please let me know which demolition company you and your husband have selected.

I look forward to hearing back from you soon.

Sincerely,
Jaimee

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Jaimee Mosley <jbm@dhwlegal.com>
Date: Monday, January 24, 2022 at 1:08 PM
To: "guanettasmith50@gmail.com" <guanettasmith50@gmail.com>
Subject: 1503 Oak Drive

Good afternoon Mrs. Smith,

Thank you again for reaching out to me on Friday. As we discussed, you and your husband have decided to hire a private demolition company to demolish the structure located at 1503 Oak Drive. I generally recommend getting quotes from 2-3 licensed companies and compare their prices as well as how quickly they can complete the job. Once you have decided which company you will hire, please let me know when they will be able to complete the work.

As you know, civil penalties have been accruing against the property since July 2020 pursuant to an Order of the Building Inspector. As we discussed, I believe the City would be willing to waive the accrued penalties if you and your husband comply with the order by removing the structure. I have prepared the attached draft agreement which generally sets forth the terms by which the penalties would be waived. You will notice several blanks. We can fill those in once you have information for your chosen demolition company.

I appreciate your responsiveness. I understand this is a difficult time for you and your family. Please know that I admire the strength you have shown in dealing with this challenging real estate matter while handling difficult personal family matters at the same time. I respect your desire to retain ownership of your family's land. As I have stated before, I believe it is possible to resolve this issue in a manner that allows you to keep your family's land while also complying with the City's ordinances. Please do not hesitate to contact me with questions. I look forward to hearing back from you next week to follow up.

Sincerely,
Jaimee

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

Patrick Ezel

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Tuesday, March 22, 2022 1:51 PM
To: Patrick Ezel
Cc: Matthew Boswell; Gregory Holmes
Subject: Re: Message from SMITH QUANETTA (2526172517)

I'm glad she came in and met with you. Yes, that is the phone number I have for Mrs. Smith. Looking forward to discussing progress on 4/1/22.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>
Date: Tuesday, March 22, 2022 at 1:47 PM
To: Jaimee Mosley <jbm@dhwlegal.com>
Cc: Matthew Boswell <boswellm@newbernnc.gov>, Gregory Holmes <HolmesG@newbernnc.gov>
Subject: RE: Message from SMITH QUANETTA (2526172517)

Jaimee,

Mrs. Smith came in yesterday 3/21/2022 to discuss a demo permit. I gave them some names and a timeline of 1 April 2022 to get back to us on this permit. We will follow up on 1 April 2022. I have a contact # of 252-617-2517 for Mrs. Smith, is that the same that you have?

Patrick J Ezel

Building Inspector 1
Minimum Housing Officer
Office - 252-639-2943
Cell - 252-671-1781
303 First St
PO Box 1129
New Bern, NC 28563

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Monday, March 14, 2022 12:33 PM

To: Patrick Ezel <ezelp@newbernnc.gov>
Cc: Matthew Boswell <boswellm@newbernnc.gov>; Gregory Holmes <HolmesG@newbernnc.gov>
Subject: Re: Message from SMITH QUANETTA (2526172517)

Patrick,

I have not received a call back from Mr. Smith. I was unable to reach Mrs. Smith by phone today. I left a voicemail message and emailed her the attached settlement agreement. I indicated the dates in paragraphs 3-6 could be adjusted it comport with their demolition company's schedule, if need be. I'll let you all know if I receive a response.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP

209 Pollock Street, New Bern, NC 28560

Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com

Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Jaimee Mosley <jbm@dhwlegal.com>

Date: Thursday, March 10, 2022 at 12:26 PM

To: Patrick Ezel <ezelp@newbernnc.gov>

Cc: Matthew Boswell <boswellm@newbernnc.gov>, Gregory Holmes <HolmesG@newbernnc.gov>, Marvin Williams <WilliamsM@newbernnc.gov>, Matthew Schelly <SchellyM@newbernnc.gov>, Amanda Ohlensehlen <ohlensehlerna@newbernnc.gov>

Subject: Re: Message from SMITH QUANETTA (2526172517)

Patrick,

I have revised subsection 5 to give the CBI the authority to demolish the structure if the owners fail to do so on or before May 31st. I spoke with Mrs. Smith again today. The owners have identified a "guy" who can demolish the structure. However, she was unable to tell me the name of his company or the timeframe in which he could obtain a demo permit and remove the structure. I left a message for Mr. Smith who, I'm told, has more information.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP

209 Pollock Street, New Bern, NC 28560

Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com

Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>

Date: Friday, March 4, 2022 at 3:56 PM

To: Jaimee Mosley <jbm@dhwlegal.com>

Cc: Matthew Boswell <boswellm@newbernnc.gov>, Gregory Holmes <HolmesG@newbernnc.gov>, Marvin Williams <WilliamsM@newbernnc.gov>, Matthew Schelly <SchellyM@newbernnc.gov>, Amanda Ohlensehlen <ohlensehlana@newbernnc.gov>

Subject: RE: Message from SMITH QUANETTA (2526172517)

Jaimee,

This seems to be a good path forward on this. A reasonable timeframe of 60 days should be a good starting point. I would add to the agreement that not only will penalties will have to be pain in they fail to comply, but maybe placing wording that gives us the option to demo. Thank you again.

Patrick J Ezel

Building Inspector 1
Minimum Housing Officer
Office – 252-639-2943
Cell – 252-671-1781
303 First St
PO Box 1129
New Bern, NC 28563

From: Jaimee Mosley <jbm@dhwlegal.com>

Sent: Friday, March 4, 2022 3:32 PM

To: Patrick Ezel <ezelp@newbernnc.gov>

Cc: Matthew Boswell <boswellm@newbernnc.gov>; Gregory Holmes <HolmesG@newbernnc.gov>; Marvin Williams <WilliamsM@newbernnc.gov>; Matthew Schelly <SchellyM@newbernnc.gov>; Amanda Ohlensehlen <ohlensehlana@newbernnc.gov>

Subject: Re: Message from SMITH QUANETTA (2526172517)

Patrick,

I spoke with Mr. Smith today. A demolition company is going to inspect the structure this weekend. The Smiths hope to have an estimated cost for the demolition and a timeframe in which the structure can be removed by next week.

Upon receipt of this information from the property owners, I'm inclined to fill in the blanks in the attached draft settlement agreement. The agreement will give them 30 days to obtain a demolition permit and a reasonable time (to be negotiated) to remove the structure. If both conditions are met, the City will cancel the lis pendens and penalties. Let me know if you all want any additional or particular terms in the agreement.

Jaimee

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>
Date: Thursday, March 3, 2022 at 2:23 PM
To: Jaimee Mosley <jbm@dhwlegal.com>
Cc: Matthew Boswell <boswellm@newbernnc.gov>, Gregory Holmes <HolmesG@newbernnc.gov>, Marvin Williams <WilliamsM@newbernnc.gov>, Matthew Schelly <SchellyM@newbernnc.gov>, Amanda Ohlensehlen <ohlensehlana@newbernnc.gov>
Subject: RE: Message from SMITH QUANETTA (2526172517)

Jaimee,

I would agree with you on this property. I believe that this is the property that Amanda Ohlensehlen was saying that Alderman Harris may have an interest/or questions on.

With that being said, I do agree that this property should go to the Board of Alderman for a vote on demolition ordinance. I sent the package to you on 2-8-2022. If you need anything added to it, just let me know and I will redo it and send it back.

Matt B. / Matt S.,

This file is in my office, file cabinet 5, drawer 1.

If anyone has questions, please let me know. Thank you again.

Patrick J Ezel

Building Inspector 1
Minimum Housing Officer
Office - 252-639-2943
Cell - 252-671-1781
303 First St
PO Box 1129
New Bern, NC 28563

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Tuesday, March 1, 2022 1:08 PM
To: Patrick Ezel <ezelp@newbernnc.gov>
Cc: Matthew Boswell <boswellm@newbernnc.gov>; Gregory Holmes <HolmesG@newbernnc.gov>; Marvin Williams <WilliamsM@newbernnc.gov>; Matthew Schelly <SchellyM@newbernnc.gov>
Subject: Re: Message from SMITH QUANETTA (2526172517)

Hi Patrick,

Unfortunately, the owners of 1503 Oak Dr. have not made any progress towards bringing the property into compliance. I spoke with Mrs. Smith today. She wants to demolish the structure using a private demolition company, but she and her

husband are at odds about how to move forward. She couldn't give the names of any demolition companies that they have contacted. They haven't obtained any permits. I called Mr. Smith but couldn't reach him.

This property may require a demolition ordinance. I tried.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP

209 Pollock Street, New Bern, NC 28560

Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com

Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>

Date: Friday, February 4, 2022 at 10:26 AM

To: Jaimee Mosley <jbm@dhwlegal.com>

Cc: Matthew Boswell <boswellm@newbernnc.gov>, Gregory Holmes <HolmesG@newbernnc.gov>, Marvin Williams <WilliamsM@newbernnc.gov>, Jeffrey Ruggieri <ruggierij@newbernnc.gov>

Subject: RE: Message from SMITH QUANETTA (2526172517)

Jaimee,

I do not see any harm on waiting till Monday on a reply, if any. If no reply come, I will prepare the final package for a demo ordinance on this property. If anything changes, please let us know. Thank you again for your time.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

From: Jaimee Mosley <jbm@dhwlegal.com>

Sent: Wednesday, February 2, 2022 2:53 PM

To: Patrick Ezel <ezelp@newbernnc.gov>

Cc: Matthew Boswell <boswellm@newbernnc.gov>

Subject: Re: Message from SMITH QUANETTA (2526172517)

I have not received a response to my email to Mrs. Smith from January 24th which included a draft settlement agreement. I called Mrs. Smith today but had to leave a message. I sent her another email today. I'll let you know if I hear back from her by the end of the week.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP

209 Pollock Street, New Bern, NC 28560

Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com

Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>

Date: Thursday, January 27, 2022 at 11:24 AM

To: Jaimee Mosley <jbm@dhwlegal.com>

Cc: Matthew Boswell <boswellm@newbernnc.gov>

Subject: RE: Message from SMITH QUANETTA (2526172517)

I look forward to seeing if they sign the agreement. I will keep everything on hold. Thank you again.

Patrick J. Ezel

Building Inspector 1

Minimum Housing Officer

Cell – 252-671-1781

Office – 252-639-2943

303 First Street

New Bern, NC

28560

From: Jaimee Mosley <jbm@dhwlegal.com>

Sent: Tuesday, January 18, 2022 2:40 PM

To: Patrick Ezel <ezelp@newbernnc.gov>

Cc: Matthew Boswell <boswellm@newbernnc.gov>

Subject: Re: Message from SMITH QUANETTA (2526172517)

I spoke with Ms. Smith today. I've given her a few options short of the City obtaining a demolition ordinance. She's going to give me a call back on Friday after having an opportunity to speak with her husband. I'll keep you guys in the loop.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP

209 Pollock Street, New Bern, NC 28560

Office: (252) 514-2828; Ext 7051

Direct: (252) 262-7051; Fax: (252) 262-7051

Mobile: (252) 671-7808; Email: jbm@dhwlegal.com

Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>
Date: Friday, January 14, 2022 at 11:05 AM
To: Jaimee Mosley <jbm@dhwlegal.com>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: RE: Message from SMITH QUANETTA (2526172517)

Ok, thank you for the update.

Patrick J. Ezel
Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

From: Jaimee Mosley <jbm@dhwlegal.com>
Sent: Friday, January 14, 2022 9:40 AM
To: Patrick Ezel <ezelp@newbernnc.gov>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: Re: Message from SMITH QUANETTA (2526172517)

I didn't reach Ms. Smith, but I left her a message. I'll let you know if/when she calls me back.

Jaimee Bullock Mosley

DAVIS HARTMAN WRIGHT LLP
209 Pollock Street, New Bern, NC 28560
Office: (252) 514-2828; Ext 7051
Direct: (252) 262-7051; Fax: (252) 262-7051
Mobile: (252) 671-7808; Email: jbm@dhwlegal.com
Website: www.dhwlegal.com

Asheville New Bern Raleigh Wilmington

From: Patrick Ezel <ezelp@newbernnc.gov>
Date: Thursday, January 13, 2022 at 4:22 PM
To: Jaimee Mosley <jbm@dhwlegal.com>
Cc: Matthew Boswell <boswellm@newbernnc.gov>
Subject: FW: Message from SMITH QUANETTA (2526172517)

Jaimee,

This is a voice mail on 1503 Oak Dr. lets talk about this.

Patrick J. Ezel

Building Inspector 1
Minimum Housing Officer
Cell – 252-671-1781
Office – 252-639-2943
303 First Street
New Bern, NC
28560

From: Cisco Unity Connection Messaging System <unityconnection@newbernnc.gov>
Sent: Wednesday, January 5, 2022 4:42 PM
To: Patrick Ezel <ezelp@newbernnc.gov>
Subject: Message from SMITH QUANETTA (2526172517)

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended

recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

----- If you are not the intended recipient, you must destroy this message and inform the sender immediately. This electronic mail message and any attachments, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at any time. It also may contain information which is confidential within the meaning of applicable federal and state laws.

June 6.9



1903 Oak St



1503 Oak Dr

6.9.202



AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider adopting an amendment to the FY 2022-23 annual adopted budget.

Date of Meeting: 7/12/2022	Ward # if applicable:
Department: Finance	Person Submitting Item: Kim Ostrom, Director of Finance
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Recognize \$500,000 grant from the Environmental Protection Agency (EPA) Brownfields Program
Actions Needed by Board:	Adopt ordinance amendment
Backup Attached:	Memo, Ordinance Amendment

Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:

Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Foster Hughes
City Manager
Brenda E. Blanco
City Clerk
Kimberly A. Ostrom
Director of Finance

TO: City Manager, Honorable Mayor and Members of the Board of Aldermen

FROM: Kim Ostrom - Director of Finance

DATE: June 30, 2022

RE: Amendment to the FY 2022-23 Operating Budget

Background Information

The Grants Fund is amended to recognize the Environmental Protection Agency (EPA) Brownfields Program Grant in the amount of \$500,000. The community-wide grant funds will be used to inventory and prioritize sites and conduct 18 Phase I and five Phase II environmental site assessments. Grant funds will also be used to develop two cleanup plans and three area-wide plans. The target area for this grant is the City's Greater Five Points Redevelopment Area, a historically African American community west of New Bern's historic downtown. Priority sites include a site at 625 Broad Street that has been vacant for 14 years and once housed a hotel; Main Street (Duffyfield) in the Five Points commercial district; and the former Trent Court public housing project that was destroyed by Hurricane Florence in 2018. No match is required.

Requested Action

The Board considers adopting the enclosed budget amendment at its meeting on July 12, 2022.

CITY OF NEW BERN, NORTH CAROLINA
REQUESTED AMENDMENT TO
Fiscal Year 2022-2023

FROM: Kim Ostrom, Director of Finance

Meeting Date: July 12, 2022

EXPLANATION:

The Grants Fund is amended to recognize the Environmental Protection Agency (EPA) Brownfields Program Grant in the amount of \$500,000. The community-wide grant funds will be used to inventory and prioritize sites and conduct 18 Phase I and five Phase II environmental site assessments. Grant funds will also be used to develop two cleanup plans and three area-wide plans. The target area for this grant is the City's Greater Five Points Redevelopment Area, a historically African American community west of New Bern's historic downtown. Priority sites include a site at 625 Broad Street that has been vacant for 14 years and once housed a hotel; Main Street (Duffyfield) in the Five Points commercial district; and the former Trent Court public housing project that was destroyed by Hurricane Florence in 2018. No match is required.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN
THAT THE 2022-2023 ANNUAL BUDGET ORDINANCE IS AMENDED AS FOLLOWS:

Section 1 - Appropriations

Schedule K - GRANTS FUND

Increase: Grants - Development Services \$ 500,000

Section 2 - Estimated Revenues

Schedule K - GRANTS FUND

Increase: Grants - Development Services \$ 500,000

NATURE OF TRANSACTION:

 X ADDITIONAL REVENUE AVAILABLE FOR APPROPRIATION
 TRANSFER WITHIN ACCOUNTS OF SAME FUND
 OTHER: _____

APPROVED BY THE BOARD OF ALDERMEN AND
ENTERED ON MINUTES DATED JULY 12, 2022
AGENDA ITEM NUMBER _____

BRENDA E. BLANCO, CITY CLERK

AGENDA ITEM COVER SHEET

Agenda Item Title:

Consider a Motion to Approve ARPA Projects for Allocation.

Date of Meeting: 07/12/2022	Ward # if applicable:
Department: Finance	Person Submitting Item: Kim Ostrom, Director of Finance
Call for Public Hearing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date of Public Hearing:

Explanation of Item:	Review, discuss, and approve ARPA projects for allocation.
Actions Needed by Board:	Motion to approve ARPA projects for allocation.
Backup Attached:	Memo, BOA ARPA Funds Allocations

Is item time sensitive? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will there be advocates/opponents at the meeting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Cost of Agenda Item:
If this requires an expenditure, has it been budgeted and are funds available and certified by the Finance Director? <input type="checkbox"/> Yes <input type="checkbox"/> No

Additional Notes:



TO: City Manager, Honorable Mayor, and Members of the Board of Aldermen

FROM: Kimberly A Ostrom - Director of Finance

DATE: June 30, 2022

RE: Discussion of ARPA Funds and Consider a Motion to Allocate Funds and Approve Projects

Background Information

The City has been awarded and received \$6,704,351 of American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds (ARPA/CSLFRF) and has elected to opt in the Standard Allowance-Replacement of Loss Revenue category, permitting the restricted Federal funds to be spent on allowable general government services.

At the June 28, 2022 Board of Aldermen Meeting, it was approved to:

- split the ARPA Funds allocation of \$6,704,351 among the six wards;
- allocate the approved stormwater projects in the amount of \$2,000,000 in their respective wards;
- allocate \$350,000 for the Redevelopment Commission/McCotter House project between Wards 1, 2, and 5; and
- reserve \$400,000 for the Norfolk Southern Culvert allocated in Ward 5 until further discussion can be had with all members of the Board present.

The Board provided a wish list of projects for their respective ward. Staff will seek quotes and the Board will vote at future board meetings as projects estimates are provided.

The attached Board of Aldermen ARPA Allocations and Projects by Ward provides the list of projects and estimates for review.

Requested Action

Consider a Motion to Approve ARPA Projects for Allocation.

Board of Aldermen ARPA Allocations and Projects by Ward

Total ARPA Allocation

\$ 6,704,351

Ward Allocations & Projects	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Totals
Award Allocation by Ward	\$ 1,117,392	\$ 1,117,392	\$ 1,117,392	\$ 1,117,392	\$ 1,117,392	\$ 1,117,392	\$ 6,704,351
Allocated/Approved Projects:							
McCotter House-Redev Commission	\$ 116,667	\$ 116,667			\$ 116,667		\$ 350,000
Hancock Street Culvert	\$ 500,000						\$ 500,000
Red Robin/Trent Road Ditch		\$ 230,000					\$ 230,000
Trent Rd Bank Stab		\$ 270,000					\$ 270,000
Racetrack Rd Culvert				\$ 100,000			\$ 100,000
Norfolk Southern Culvert (\$400,000) - Pulled 6/28/22					X		\$ -
East Rose Culvert					\$ 500,000		\$ 500,000
Sidewalks-Prembroke		\$ 500,725					\$ 500,725
Redevelopment Commission Projects (Unspent Funds)		X					\$ -
Approved Projects Total:	\$ 616,667	\$ 1,117,392	\$ -	\$ 100,000	\$ 616,667	\$ -	\$ 2,450,725
Allocation Less Approved Projects:	\$ 500,725	\$ 0	\$ 1,117,392	\$ 1,017,392	\$ 500,725	\$ 1,117,392	\$ 4,253,626
Projects In Planning/Direction Provided to Seek Estimates (Projects Have Not Been Approved):							
Middle & Pollock (Light \$350K or Crosswalk \$130K)	X						\$ -
Electronic Speed Limit Signs \$3,500 each	\$ 7,000		\$ 14,000				\$ 21,000
NB Memorial Cemetary Shelter						\$ 75,000	\$ 75,000
Union Point Park - Infrastructure Improvements						\$ 100,000	\$ 100,000
Union Point Park - Various Improvements						X	\$ -
Sidewalk Gaps						\$ 200,000	\$ 200,000
Neighborhood signs replaced or improved						\$ 2,500	\$ 2,500
Other Citywide Projects						X	\$ -
North Hills Stormwater Related Projects					\$ 500,725		\$ 500,725
Riverwalk Fence Upgrade (Convention Ctr to RR Tracks)	\$ 130,000						\$ 130,000
Racetrack Road Improvements				\$ 1,017,392			\$ 1,017,392
Other Stormwater Projects (Balance of Allocation, if any)					X		\$ -
Total Projects In Transit (Not Approved):	\$ 137,000	\$ -	\$ 14,000	\$ 1,017,392	\$ 500,725	\$ 377,500	\$ 2,046,617
Total Estimated Costs of All Projects:	\$ 753,667	\$ 1,117,392	\$ 14,000	\$ 1,117,392	\$ 1,117,392	\$ 377,500	\$ 4,497,342
Remaining Balance of Allocation (Allocation Less All Projects Above)	\$ 363,725	\$ 0	\$ 1,103,392	\$ 0	\$ 0	\$ 739,892	\$ 2,207,009

For projects that have not yet received a quote, an X is marked in the project's corresponding ward.

Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Foster Hughes
City Manager
Brenda E. Blanco
City Clerk

Kimberly A. Ostrom
Director of Finance

MEMO TO: Alderman Jeffrey Odham
FROM: Brenda Blanco, City Clerk
DATE: June 30, 2022
SUBJECT: Appointment to Historic Preservation Commission

John Blackwelder has resigned from the Historic Preservation Commission. An appointment is needed to serve out the remainder of his term, which expires on June 30, 2024.

/beb

Aldermen

Sabrina Bengel
Jameesha Harris
Robert V. Aster
Johnnie Ray Kinsey
Barbara J. Best
Jeffrey T. Odham



300 Pollock Street, P.O. Box 1129
New Bern, NC 28563-1129
(252) 636-4000

Dana E. Outlaw
Mayor

Foster Hughes
City Manager
Brenda E. Blanco
City Clerk

Kimberly A. Ostrom
Director of Finance

MEMO TO: Mayor and Governing Board

FROM: Brenda Blanco, City Clerk

DATE: June 30, 2022

SUBJECT: Appointments to Redevelopment Commission

Steve Strickland and Julius Parham's terms on the Redevelopment Commission will expire on August 14, 2022. Both are eligible for reappointment. The Board is asked to consider the reappointments or make new appointments. The appointees will serve a five-year term to expire on August 14, 2027.

/beb